

**Contra Costa County Advisory Council on Aging
Membership/Nominating Committee Minutes
Wednesday, February 15, 2023**

Call to Order: Jagjit Bhambra called the meeting to order at 11:47 am

Present: Jagjit Bhambra, James Donnelly, Rudy Fernandez, Jill Kleiner, Steve Lipson, Nuru Neemuchawalla, Erin Partridge

Absent:

Staff: Jenny Lam

Approval of Today's Agenda:

Jagjit made motion to amend January 2023 minutes to correct:

- "Review and Approval of January 2022 Meeting Minutes" to "Review and Approval of January 2023 Meeting Minutes"

Steve made the motion to approve the agenda as amended. Jim seconded the motion. The agenda was approved unanimously as amended.

Approval of January 2023 Minutes:

Jagjit made motion to amend January 2023 minutes to correct:

- Spelling of Erin Partridge's name

Jim made the motion to approve the minutes as amended. Steve seconded the motion. The minutes were approved unanimously as amended.

ACOA Quorum /Attendance of ACOA Meetings, Committees & Workgroups

- Quorum met at today's general meeting with 25 members present.
- Attendance Tracker:
 - Reviewed attendance roster for 2023 and discussed individuals with three or more absences.
- New Membership Applications:
 - None
- New Members /Buddy Update:
 - None
- Resignations:
 - Gerald Richards – Submitted paperwork to FHS Committee for resignation.
- Leave of Absence (LOA) Requests:
 - Penny Reed, Michelle Berman, Sam Sakai-Miller for February 15, 2023 ACOA Meeting
- ACOA Orientation update:
 - March 24, 2023: all members are welcome to attend.
- Membership Requirements update:
 - Jenny to email members regarding Brown Act and Governance training monthly
 - 700 forms are sent directly to members in April by Contra Costa County

- Executive Committee Action Items
 - Penny Reed, Michelle Berman, Sam Sakai-Miller for February 15, 2023 ACOA Meeting

- Public Comment
 - Jill - Nutrition Advisory Council comprised of representatives from Congregate sites, make recommendation to have ACOA Nutrition Council member join Nutrition Advisory Council? Will wait for survey to be released and will provide suggestions.
 - Jagjit: ACOA in-person meeting coincides with HeadStart Policy Council meeting which hosts conference calls. Asked Ana if we can have similar format with in-person meetings.

Adjournment 12:03 pm

DRAFT