

**Contra Costa County Advisory Council on Aging  
Membership/Nominating Committee Minutes  
Wednesday, February 19, 2020**

Call to Order: Chair, Jennifer Doran called the meeting to order at 12:00 pm.

Present: Jennifer Doran, Nuru Neemuchwalla, Richard Nahm, Gail Garrett, Nancy Leasure

Absent: Rudy Fernandez

Staff: Anthony Macias

Guest: Page Chamblin, St. Mary's College

Public Comment: None.

Approval of Today's Agenda: Motion for approval by Nancy Leasure, seconded by Richard Nahm; all approved.

Approval of January 2020 Minutes: Motion for approval by Richard Nahm, seconded by Nuru Neemuchwalla; minutes approved with no changes.

ACOA Quorum/Attendance of ACOA Meetings, Committees & Workgroups

- New Membership Applications – Sara Shafiabady from Walnut Creek; to be interviewed at meeting in March.
- New Members- Erin Partridge, city representative for Lafayette.
  - Jennifer is to ask Mary Bruns if she will be Erin's "Buddy".
- Resignations:
  - None this year so far.
- Vacant MAL Seats: three vacancies; we are still waiting for BOS approval of Nancy Leasure to fill MAL#8.
- Vacant City Seats:
  - Concord; Lafayette; Martinez; Moraga; Pinole; Pittsburg; San Pablo; San Ramon
  - There is interest from a person in Martinez, Greg Wanket, Jennifer is following up with him.
- Membership requirements: all members are currently in compliance.

Discussion Recruitment :

- Letter to mayors of cities which do not have a seat filled on council; so far there have been 3 letters sent: Orinda, Pinole and San Pablo.
- MAL vacancies: waiting for Nancy approval, interview next month, with one more open; how are we going to do outreach?

#### ACOA New Member Orientation Update

- Anthony will schedule an orientation session for Erin in the month of March.

#### New Applications Received?

- No other applications pending other than that of Sara Shafiabady.

#### Items for next meeting:

- Revision/review of officers descriptions to state that VP is President in training
- Review Interview questions: Asking candidates/applicants if they receive services/ fall in any of these groups or services areas?
- Confidentiality of these application forms.
- Send interview question revisions

#### Items for Executive Committee:

- None.

The meeting adjourned at 1:00 pm.