

**Contra Costa County Advisory Council on Aging  
Executive Committee Meeting Minutes  
March 4, 2020**

**Call to Order:** Susan Frederick, ACOA President, called the meeting to order at 9:30 am.

**Present:** Susan Frederick, Jim Donnelly, Jennifer Doran, Kevin Donovan, Steve Lipson, Gail Garrett, Shirley Krohn, Richard Nahm, Mary Rose, Mary Bruns

**Absent:** Gerald Richards

**Staff:** Anthony Macias

**Public Comment / Approval of Agenda/Minutes**

- No public comments
- Adoption of Today's Agenda: Request from Mary Rose to add Coronavirus emergency item regarding group meeting participation due to effects of coronavirus and Public Meetings; approved as amended- Richard, Mary Rose; unanimously adopted.
- Moved to approve by Gerald, motioned 2<sup>nd</sup> by Kevin, unanimously adopted.
- Adoption of February Minutes: No corrections or amendments. Stand as written.

**Announcements and Correspondence:** Susan Frederick

- None

**President's Report:** Susan Frederick

- Area Agency on Aging Advisory Council of California (TACC) meeting: presentation by Adult Protective Services Director (APS) Kate Rutledge who spoke about mandated reporting and reporters; also present were Lisa Coleman from State Long Term Care Ombudsman and Derrick Lamb of the Asian Community Employment Agency.
- Covid-19 virus: information from health department; no concern on public meetings as of yet; if attending meetings a worry; an opportunity for Skype meetings; discussion: no coughing, any symptoms do not come to meeting; regular flu enflames of heart vessels; 10 day period to care for oneself;

**Program Manager Report:** Laura Cepoi (absent)

- Anthony reported that AAA staff is currently working on drafting the Four-Year Plan on Aging which will be discussed at Public Hearing on March 18.

**Committee Reports:**

**Planning Committee:** Kevin Donovan – Meals on Wheels Diablo Region (MOWDR) presented at this month's meeting; they are a key provider of services to community.

Discussion of regional services provided by contractors throughout the county. Committe will be working on incorporating questions in program form to determine county regions that are receiving services provided by contractor. Also this is being incorporated in the 4-Year plan.

Membership Committee Report: Jennifer Doran – Prospective person to fill the Concord city seat fell through; Moraga is working on filling their seat; upcoming interview this month for an open MAL position.

Health Work Group – Susan Frederick – saw clip about SNF discharges; send link;.

Transportation Work Group (SMAC): Mary Bruns– Jennifer William will be giving a talk this month, she is from Aging Well; Transportation infographic is being worked on; two volunteers have stepped up to complete this.

Technology Work Group: Steve Lipson – met with IT person, Kevin Balderson, again for instruction on making changes to webpage; workgroup is looking what changes to make to ACOA webpage.

Housing Work Group: Gerry Richards – Absent (Anthony attended and there is a request for white paper presentation in April or May ACOA general meeting.)

Elder Abuse Prevention Work Group: Mary Rose – March 20th presentation at Rainbow community center in Concord.

Senior Nutrition Project Council Report: Gail Garrett – No action items.

Legislative Work Group: Shirley Krohn – CSL report is being reviewed by Shirley and will look at how to involve workgroups with recommendation as to how the WG will proceed.

ACOA 2020 Event: Jim Donnelly – meeting next Monday; the need to fill-in people for panel discussions; Kim McCoy will speak in the afternoon; Dr. Rhee has confirmed; Dr. Aronson also confirmed; Save the date will be part of discussion at meeting.

Treasurer Report: Richard Nahm – \$86 balance

**Covid-19 discussion:**

- Mary wants to ensure safety of the older adults who we serve.
- We can work on a plan;
- Interim guidance for getting Mass gathering
- Identify actions if you need to plan/cancel public event;
- 15% death rate of those over 85; need to protect seniors;
- Suggestion: cancel events if she feels she is placing people, especially elderly people, at risk.
- Elder Abuse- tackles abuse and self-neglect; fliers from county health websites, would like to do presentation about caring for themselves on what to do to prevent illness; elder neglect?
- Switch elder abuse information from financial abuse to sending out information about this issue.
- What else can we do to help our seniors during a pandemic?

- Cdc.gov/handwashing; CDPH; school action steps for pandemic preparedness flyer; cover your cough flyer.

ACOA future presentation items:

- February:** Mobility Matters –Elaine Welch
- March:** Public Meeting
- April:** Senior Fusion- Doug Mosher
- May:** Contra Costa Meds Coalition- April Rovero
- June:** Elder Abuse Prevention Month
- August:** Housing White Paper
- September:** California Senior MediCare Patrol
- October:** Master Plan For Aging
- December:** Year End Meeting

Items for full ACOA agenda:

- None

Action Items:

- Richard: no response from CAO clerk about update on changes to the bylaws; out of our hands; need to follow up with Julia Taylor. Richard very frustrated;

Public Comment:

- **Shirley:** senior rally on May 11; email that describes program; also buses from the 3 areas of county; Save the date flyer for the rally will be sent through Next-Door platform; all information should go through CSL Janice Bailey
- **Central Coalition:** has to get someone from the county to chair or help get this organization up and running.

Next Meeting: Wednesday, April 1, 2020

The meeting adjourned at 10:56 am.