

Executive Committee Meeting
August 2, 2023

Present: Jim, Jill, Jennifer, Swamini, Michelle, Steve
Zoom: Shirley, Candace

Jill called meeting to order at 10:02 a.m.

Agenda Approval

Jim made a motion to approve. Michelle seconded. Approved unanimously.

Minutes

Corrections noted: Swamini was absent, change heading to Executive Committee, Jill was also at the meeting with Anthony and Glenda on getting oriented on process to nominate ACOA members, next meeting is August 2. Jim made a motion to approve as corrected. Steve seconded. All approved.

AAA Report

- IMPACCT Update
- Area Plan 2024-2028 – discussion
- RFPs
- Digital programs – extended dates

Bylaws Report

- Did not get comments on the proposed revisions. Jim will continue to work on the changes, particularly to clarify the leave of absence policies and review and duration of Workgroups.
- Discussed make-up and size of membership and quorum. Jim will look at Brown Act and County policies on quorums.

President's Report

See notes from Jill

- Names of members under voluntary resignation must be named and noted in the minutes at the General Meeting.

	President's Report
	Voluntary resignations: Our bylaws provide that once a member has missed 4 general meetings in a year, the member shall be deemed to have voluntarily resigned. If that occurs, the former member's status will be noted at the next scheduled Council meeting and shall be recorded in the minutes. The bylaws also say: "The President shall, without further direction from the Executive Committee, inform Board of Supervisors of the member's resignation and request the appointment of a replacement". We currently have 2 members that fall in this situation: Kacey Carter-Elliot (Pittsburg) and Ramapriya Raju (MAL). Both were notified after missing 3 meetings and then after missing the 4th. This is something tracked ongoing by the membership committee.

	<p>Committee workgroup assignments: Our most current listing shows the most popular workgroups/committees are health, planning and technology. We still need more members on Housing and Transportation.</p>
	<p>August meeting caucus: As we do each year, during our August general meeting we will caucus for the Nominating Committee to ensure we have 1 representative from each supervisorial district. We will also caucus for the Membership Committee since we have some openings.</p>
	<p>Draft emeritus certificate: We recently appointed Gerald Richards to emeritus status and we thought it would be nice to provide a certificate awarding this. Please let me know your feedback on the draft certificate provided.</p>
	<p>ACL feedback: At our June general meeting, we asked for feedback on the proposed update to the ACLS older americans act regulations. So far I haven't received any. Does anyone on the executive committee have feedback? It's due by 8/15/23.</p>
	<p>Implicit Bias Training: There is a new implicit bias training that all of our members will need to complete by 10/11/23. This is in addition to the ongoing Brown Act and Ethics training requirements. Our members can do the new approx 60 minute training either 1) by themselves, 2) in a group meeting we schedule, or 3) members can complete the certification form after they've read the 108 page handout. Jill asked for thoughts from the executive committee.</p>
	<p>Brown Act Training Update: On 6/28/23 the county held a training on the updated brown act and many of our members attended. It was a review of the brown act basics as well as updates regarding remote appearances. One item that was confirmed was that if we have a quorum in person, then remote attendees, who meet an AB2449 exception, may vote. Glenda put together a helpful chart showing who counts towards quorum and who can vote in our meetings.</p>
	<p>Membership Report:</p>
	<p>Our existing membership chair recently resigned. Jill is working on a new chair.</p>
	<p>With the return to mainly in-person meetings, we continue to be concerned about membership. During our next membership meeting we will update our interview questions to be more current on the ACOA commitments.</p>
	<p>The city of Pinole is close to appointing a representative, and we received a MAL application, who we will interview.</p>
	<p>After BOS approval for 4 recent resignations, we will have 10 vacancies: 4 MALS, 5 Cities: Brentwood, Pinole, Pittsburg, San Pablo, Walnut Creek & Senior Nutrition</p>

Committee/Workgroup Reports

Membership/Nominating – Jill (interim)

- Jagjit resigned. Terry Tobey stepped forward as chair.
- Pinole close to appointing a representative.

- Received member at large application. Will interview soon.
- Danville has a candidate, Jim will ask to be member at large
- Erin Partridge resigned, moving to Healdsburg.
- Total of 11 vacancies currently

Planning Committee – Michelle

- 9 sites, select cities and groups
- Will ask ACOA members for help in outreach, recruitment of participants, informing process.

Housing – Jim on behalf of

- Support of AB 1319 draft letter of support. Asked to review. BOS must approve this bill first, then ACOA will approve. If BOS rejects, letter will be withdrawn.
- Jim made a motion to approve letter in support of AB 1319 and send to Assemblymember Wicks.

Health – Jennifer

- Finished presentations to senior center in late June, 3 presentations conducted. Focused on scams and presented by CCSLS: Bay Point, San Pablo. St. John's Center in El Cerrito, disseminated brochures.
- Continues to work on the brochures on Aging in Place
- Lost some members.

Legislation – Jim

- Proposal for Brown Act revisions in the CSL. Heard from Leg Council who reviews the proposals, asked if AB 411 can be statewide instead of areas with 3m or more only.

Technology – Steve

- Talked to Solano/Napa advisory council. They have plan to distribute 2,000 pads with plans, but it is proprietary.

SMAC – Jim

- Looked at options to increase available transportation.
- Looking at lessons learned from the pandemic as it relates to transportation.

Senior Nutrition Task Force

- Jim will draft proposal. Will get back next month.
- Task Force: Jennifer, Jim, Jill

Consent Items

- Jim moved to approve consent items (with caveat), Michelle second. All approved.

Public Comment

Upcoming Presentations

- Feedback: presenters should come in person.

- August SPC
- September MOWDR

Adjourned at 12:01 p.m.