

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

Call to Order: Chair, Jennifer Doran called the meeting to order at 11:30 am

Present: Jennifer Doran, Nuru Neemuchwalla, Jim Donnelly, Gail Garrett, Nancy Leasure, Richard Nahm, Susan Frederick

Absent: Rudy Fernandez,

Staff: Anthony Macias

Public Comment: None.

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

Approval of July 2020 Minutes: Motion for approval by Jim Donnelly, seconded by Gail Garrett; minutes approved with no changes.

Interview: canceled as Dr. Michelle R. Hernandez was not able to attend. Will attempt to reschedule for next month.

ACOA Quorum/Attendance of ACOA Meetings, Committees & Workgroups

- New Membership Applications – received application from Penny Reed and she will be scheduled for interview at September meeting.
- New Members- Sara Shafiabady membership is pending BOS approval.
 - Do new members have a Buddy? Marty Aufhauser “buddy” will be Ron Tervelt, Erin Partridge’s buddy is Mary Bruns.
- ACOA Orientation update: Anthony is to schedule orientation for the newest members in September. Date not yet determined.
- Resignations:
 - Mary Dunne Rose resigned effective 8/19/2020, MAL #13 to be vacated.
- Vacant MAL Seats: MAL#1 and MAL#13.
- Vacant City Seats:
 - Concord; Martinez; Moraga; Pinole; Pittsburg; San Pablo; San Ramon
- Membership requirements: all members are currently in compliance for Ethics Training and Brown Act training.

- Discussion of Recruiting activities for local/city seats : Using NextDoor platform; asking supervisors to advertise; recruitment note; good idea to put this information on Nextdoor; Does county media officer post items on the county's cities NextDoor platform.

Review and revision Membership Committee Purpose and Responsibilities document

- Committee members reviewed updated and revised older document. (new version attached)

Review and approval of recruitment statement and description of council

Tabled until next meeting

Items for next meeting:

- Interview Dr. M.Hernandez
- Interview Penny Reed
- Evaluate "Buddy" program

Items for Executive Committee:

- Membership Committee Purpose and Responsibilities document

The meeting adjourned at 1:30 pm.