

**Contra Costa County Advisory Council on Aging  
Executive Committee Meeting Minutes  
September 2, 2020**

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

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

**Absent:** Richard Nahm,

**Staff:** Anthony Macias

**Approval of Agenda/Minutes**

- Adoption of Today's Agenda: Moved to approve by Gerald, motioned second by Kevin, unanimously adopted.
- Adoption of August 2020 Minutes: Minutes adopted as written.

**Announcements and Correspondence:** Susan Frederick

- None

**President's Report:** Susan Frederick

- Jim appointed to Planning Committee.
- Thank you to the workgroups and committees for reviewing their Purpose & Responsibilities document; thanks to Glenda & Anthony for their help as well.
- Meals-on-Discharge has been a dream of the Health workgroup; but it has not gone as planned; set aside for the time being.
- Jennifer told Susan about programs with Kaiser and other insurance plans that are going to be offering meals on discharge, a month of 3 meals per day, once a year; also transportation to 24 Dr. appts. per year; it's a start.

**AAA Program Manager Report:** Anthony Macias

- AAA Still searching for interim AAA program manager.
- Great Plates Delivered (GPD) to add a 4<sup>th</sup> restaurant contractor in September.
- Expect GPD extension for another 30 days, October 8, 2020.
- RFI for Dignity-at-Home Fall Prevention awarded to MOWDR; the total grant amount awarded to MOWDR and is not recurring.

**Review of Committees and Workgroups Purpose/Responsibilities**

The majority of the time of today's meeting was for reviewing and revising the Purpose and Responsibilities documents for the following for accuracy and consistency:

Executive Committee

Membership Committee

Planning Committee

Transportation (Senior Mobility Action Council) Workgroup

Technology Workgroup

Health Workgroup

(Final versions attached to minutes)

Pending: Housing Workgroup, Legislative Workgroup, Elder Abuse Prevention Workgroup

- **Jim-** chairs and co-chairs being members of council or not (**see bylaws**) sect 6.5 of bylaws.
- **Mary-** determination of chair should be chosen by workgroup not president; the council president just approves the selection
- **Gerald-** President should be able to appoint chair so they are able to.

**Committee Reports:**

Planning Committee: Kevin Donovan – No Action items.

Membership Committee Report: Jennifer Doran – 2 MAL positions; 4 applications received; San Ramon rep has been selected.

Health Work Group – Susan Frederick – No Action items.

Transportation Work Group (SMAC): Mary Bruns– No Action items.

Technology Work Group: Steve Lipson – No Action items.

Housing Work Group: Gerry Richards – courts in county are accepting civil suits including unlawful retainers – this is for evictions and eviction process..

Elder Abuse Prevention Work Group: Mary Rose – Absent.

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

Legislative Work Group: Shirley Krohn – No Action items.

Treasurer Report: balance remains \$86 as there have not been any ACOA general meetings since February 2020.

ACOA future presentation items:

**September:** Senior Medicare Patrol Fraud Presentation

**October:** Master-Plan-For-Aging - Debbie Toth

**December:** Contra Costa County Older Adult Mental Health

Public Comment:

- None

Item for next meeting: Review of Committee and Workgroups description documents

Next Meeting: Wednesday, October 7, 2020

The meeting adjourned at 11:30 am.