

**Advisory Council on Aging  
Executive Committee  
Meeting Notes  
September 6, 2023**

- Jill Kleiner, ACOA President, called the meeting to order at 10:03 a.m.
- Zoom: Michelle Berman, James Donnelly, Kevin Donovan, Jennifer Doran, Candace Evans, Jill Kleiner, Shirley Krohn, and Steve Lipson
- Executive Members attended remotely due to outbreak in the building where the meeting had been scheduled. Remote attendance does not count in the quorum. No voting can take place. Meeting is for discussion only.
- Agenda – no changes.
- August minutes – no changes.

**Area Agency on Aging (AAA) Report (Ana Bagtas)**

- The IMPACCT Steering Committee meets Friday, September 8. The meeting will focus on provider engagement and forming subcommittees.
- Recruitments for the two Senior Staff Assistants for the AAA is still going through the process. Waiting for the final list of candidates from Personnel, then oral interviews will take place.
- Area Plan 2024-2028 development:
  - Results of the California Department of Aging (CDA)-sponsored needs assessment survey will be available in late October.
  - The AAA and Planning Committee are conducting focus group meetings in 9 communities/groups to supplement the CDA survey.
- Updates on digital programs: currently negotiating contract with Community Tech Network (CTN) for training of iPad recipients from CHAT, ATT, and Digital Connection programs.
- Next round of Measure X Request for Proposals will be issued in the fall/winter for senior activities and capacity building of organizations.

**Bylaws (Jim Donnelly)**

Redline changes were reviewed and commented on by the committee. Additional changes and suggestions should be tracked and sent to Glenda.

### **President's Report (Jill Kleiner)**

- ACOA Annual Report: Updates from committees needed by the end of November for submission to the Board of Supervisors (BOS) in December.
- ACOA December general meeting: City representatives do a 2–3-minute presentation.
- ACOA members should complete the Implicit Bias training in October.
- Possible potluck at the December ACOA meetings.

### **Committee/Workgroup Reports:**

#### Membership (Jill)

- Welcomed new members. Applications reviewed at the August meeting. Will bring recommendations for Member-At-Large in October.
- Jim confirmed Mary Bruns is resigning.
- Going through BOS approval of three-year terms that expired in September.
- Discussed vacant seats and those awaiting approval.
- Recruitment will be discussed at the next meeting.
- Nominating is busy contacting ACOA members to serve as officers.

#### Planning (Michelle)

- Committee effort through the end of year is on focus group.
- Staff Frank Latcham and Jennifer Gomes-Figueira are instrumental in project managing the production of the Area Plan 2024-2028 and setting up the focus group meetings.
- ACOA City representatives will co-facilitate focus group meetings in the selected areas.
- The first focus group is in Bay Point on September 28. Deborah Card will co-facilitate.
- All focus groups to be completed by the end of October.
- The planning meeting in November will focus on developing Area Plan goals, based on the results of the needs assessment and focus groups.

#### Housing (Kevin)

- Met with Nhang Luong to explore ways to increase participation in the workgroup.
- September 18 meeting will focus on discussing the County Continuum of Care Health, Housing, and Homeless Service report. Information will be used for the workgroup's advocacy and for talking points when meeting with City Councils about recommendations on housing elements of local plans.
- The Executive Committee approved a letter of support for AB 1319. Staff will carry it forward through the County approval process.

#### Health (Jennifer)

- Aging in Place brochure is being vetted.
- The speaker for the next meeting is ACOA member Tom Lang on osteoporosis research.

- October's presentation is on cancer support.

#### California Senior Legislature (Shirley)

- Debbie Toth is now spearheading the accessible transportation bill. Her name will appear on the legislation. If approved, vehicle registration fee will increase by \$10.

#### Transportation (Jim)

- Presentation for September 19 meeting from Office of Emergency Services on impact of the pandemic on their operations. Pulling together lessons learned from the pandemic impact on transportation in Contra Costa County.

#### Technology (Steve)

- At the last meeting, discussed AI update, dark web, CTN tech training, and iPad distribution.
- Discussed the Brown Act AB 411 bill.
- Solano and Napa has an initiative to distribute 2,000 tablets with Claris plan.

#### Senior Nutrition Task Force (Jim)

- Drafted roles and responsibilities for a new senior nutrition advisory group.
- The goal is to support the AAA in implementing the senior nutrition program. Open to ACOA members and service providers.
- Jim is willing to serve as its first chairperson, so long as he has no conflict of interest.

#### Public Comments

- Steve – reinstatement of Brown Act puts the health of members and staff at risk.

Next meeting October 4, 2023.

Meeting adjourned at 12:07 p.m.