

GENERAL SESSION MEETING MINUTES

Monday, September 8, 2025 | 9:30AM – 12:00 PM

Alameda County Social Services Agency (Eastmont)**Maxwell Park Room**

6955 Foothill Blvd, Suite 143 (First Floor)

Oakland, CA 94605

ACA Commissioners Present

Priscilla Banks
 Dori Ellis
 Michael Goetz
 Helen Mayfield
 Denyse McCowan (Vice Chair)
 Laura McMichael-Cady (Chair)
 Barbara Price
 Johnny O'Brien = online

Commissioners Absent

John Schinkel-Kludjian - Excused

County of Alameda Staff Present

Rhoda Turner
 Diarra Piggue
 Jennifer Stephens-Pierre
 Janine Carlson
 Deborrah Cooper
 Min Feng
 Kim Fogel
 Amritpal Gill
 Abigail Katz
 Janet Weisman

Item	Discussion / Action Item
A. CALL TO ORDER	Meeting called to order at 9:42am Roll Call of Commissioners Quorum achieved.
B. APPROVAL OF MINUTES	Correction to Previous Minutes: It was noted that the minutes from the May 12, 2025, meeting incorrectly stated that Commissioner Denyse McCowan reported on the Service Delivery Subcommittee. The record should reflect that Commissioner Priscilla Banks gave the report Motion to accept meeting minutes from 7/14/2025 with corrections from previous minutes. (M) Laura McMichael-Cady (S) Helen Mayfield Passed
C. COMMENTS FROM THE PUBLIC/STAFF	None.
D. RFP Training: ▪ SSA Contracts Office	Delbert Walker and David Huey, Supervising Program Specialists, along with their support team from the SSA Contracts Office, conducted the Request for Proposals



	(RFP) training and provided a PowerPoint presentation. A Question-and-Answer session followed the presentation/training.
E. COMMENTS FROM THE ACA CHAIR	None.
F. AAA DIRECTOR'S REPORT	<i>Jennifer Stephens-Pierre, AAA Director, shared the following:</i> Administrative Update: ▪ Strategic Planning Consultant: Jennifer reported that she is still trying to contact the consultant previously used by Public Affairs. ▪ Staff Update: Approval was granted to fill certain vacant positions within the AAA. An offer has been extended for a temporary Out-of-Class Administrative Specialist position, pending confirmation. Approval was also received to fill the Social Worker III position, and Jennifer is working with HR to schedule interviews. ▪ Relocation Update: No update was provided on the relocation to Hayward. High Level Overview: ▪ AAA staff are working with providers on Amended Site Letters, which are used to make annual amendments to their contracts. ▪ Jennifer reminded the committee that the Senior Employment Program ended on September 1. Ms. Cooper, Program Specialist, has been working with the state and Jennifer to manage the transition. ▪ AAA has funding through the CalFresh Healthy Living Program to provide nutrition education, community gardening, and physical activity initiatives. The program will end on October 30, 2026. ▪ The Commission was reminded that the C4A Conference will be held November 5–7 in Garden Grove, CA.



- The Commission was told to submit paperwork by September 29 and to confirm attendance, reserve hotels, and register for the conference.
- The original conference attendees selected were Commissioners Banks, Goetz, and Schinkel-Kludjian, with Commissioner O'Brien as an alternate.
- It was reported that a form must accompany the application for the reimbursement process.

***Comment:** Diarra Piggue, Specialist Clerk, will send out the form.*
- The annual Healthy Living Festival will be held at the Oakland Zoo on September 25. Registration is full. AAA will participate with a table and will provide lunch bags.
- AAA will participate in the San Leandro (Sept 17) and Dublin (Sept 18) Farmers Markets, with volunteer opportunities for commissioners. About 1,500 \$50 vouchers will be distributed to low-income seniors through the Senior Farmers Market Program.
- AAA is working on two campaigns: a Disability Awareness webinar in October with independent living centers, and an AAA Visibility Campaign in partnership with US Aging.

AAA Monitoring:

- An update on monitoring was provided, noting that an exit interview was conducted.
- It was strongly recommended that commissioners watch the Board of Supervisors' Social Services Committee meeting on September 22, where Faith Battles, Assistant Agency Director, will present on monitoring.
- It was reported that the California Department of Aging (CDA) will visit the program in the second week of November and may request a meeting with the ACA Chair and Vice Chair.

RFP 2026 – 2030:

- Jennifer provided an update on the RFPs.


**G. ITEMS FOR DISCUSSION AND
POSSIBLE ACTION:**

- Strategic Planning Retreat
- C4A Conference
- Conflict of Interest
- Senior Service Coalition

Strategic Planning Retreat

- Chair, McMichael-Cady stated that final details for the Strategic Planning Retreat will be addressed at the Executive Meeting on the 22nd.

C4A Conference

- Chair, McMichael-Cady noted uncertainty about whether the budget allows for three attendees at the C4A Conference; this will need to be determined.

Conflict of Interest

- A discussion on conflict of interest was held regarding Commissioner O'Brian, whose role as CEO of Family Bridges is prohibited by the Bylaws, which bar members from serving on funded agencies.
- Commissioner O'Brian agreed to recuse himself from any discussions or decisions involving his agency.

Senior Service Coalition

- Jennifer noted that the Senior Services Coalition is primarily made up of providers, conducts advocacy and legislative efforts.
- Amritpal Gill, Management Analyst Assistant, stated that the Senior Services Coalition, led by Wendy Peterson, is the largest advocacy group for older adults in Alameda County, noting their role in preserving Home Safe funds and serving as the primary advocate on senior service budget issues.
- Jennifer added that they also led the advocacy for AAA receiving Measure W funds for older adults.
- Chair McMichael-Cadey noted that Wendy Peterson of the Senior Services Coalition asked if they wished to continue their membership with the Coalition, and she confirmed they would.
- Coalition meetings are held via Zoom on the second Thursday of each month from noon to 1 p.m. and an Oakland group meeting on the last Thursday at 1 p.m. if anyone wishes to participate.

H. COMMISSION COMMITTEE REPORTS:

- Executive
- Public Relations
- Legislative
- Service Delivery

Executive Committee:

- The Executive Committee is scheduled to meet on the 22nd.
- Finalize the retreat and plant next month's agenda will be items of discussion.



	Public Relations: ○ The team is working on the newsletter, which will be delayed to include a write-up on the Healthy Living Festival. ○ An article on diabetes will be featured for Diabetes Awareness Month. Legislative: ○ SB 707 was reviewed, which is the Brown Act online meetings. Decision was made to keep it pending under legislative priorities. ○ The ACA legislative slate was put forward to the commission for their review and approval as the official slate. ○ The committee based its legislative priorities on the C4A and CSL legislative slates and a review by the Senior Services Coalition. ○ Commissioner Price will be Sacramento next month as a senior assemblyperson to review submitted bills and proposals. Service Delivery: ○ Commissioner Banks reported she plans to meet with Diarra to finalize the committee's agenda for easier accessibility. ○ The committee will also begin work on the 2026 work plan.
I. ORAL COMMUNICATIONS/PUBLIC COMMENT	○ Price commended the committee, noting that everyone is doing a great job and significant progress has been made. ○ Commissioner McCowen asked how commissioners could get in to help if the Healthy Living Festival is sold out. Comment: Amritpal Gill stated that there is a meeting on Friday, and he will find out then. ○ Commissioner Mayfield asked if there is a commissioner's handbook. Comment: Chair McMichael-Cady responded that there is no handbook. ○ Deborah Cooper, Program Specialist, shared two items: they are seeking a volunteer to provide a bio for a new commissioner for the next Senior Update, and they are still looking for senior residence



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COUNTY OF ALAMEDA

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	facilities in Alameda County to conduct senior nutrition education. ○ Charles Sanchez, GCR. Stated that the Pell request for AB1068 (Disaster Preparedness for older adults) is considered dead for the rest of the year.
J. ADJOURNMENT	Meeting adjourned at 12:16 pm.