

ADVISORY COMMISSION ON AGING

Executive Committee Agenda

Monday, August 26, 2024

9:00 AM

TELECONFERENCING GUIDELINES: FOR TELECONFERENCED COMMISSION MEETINGS, MEMBERS OF THE PUBLIC MAY OBSERVE AND PARTICIPATE IN MEETINGS BY FOLLOWING THIS LINK [ZOOM LINK](#) DIALING IN:

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Public participation at Commission meetings is encouraged. We request that individuals limit their comments on any single item on the agenda to two minutes. The chosen spokesperson for a group may speak for four minutes.

Agenda Item	Material Provided	Presenter	Time
Agenda Item: Roll Call and Call to Order		Chair	9:00-9:05
Agenda Item: Approval of Previous Meetings Minutes		Committee	9:05-9:10
Agenda Item: Sept., Oct., Nov. ACA Meeting Agenda, IHSS, Cal Aim, HICAP?		Committee, Director	9:10-9:30
Agenda Item: Updates on CWAP, RFP's, etc.		Committee, Director, Support Staff	9:30-9:50
Agenda Item: ACA Retreat		Committee	9:50-10:00
Agenda Item: Adjourn		Chair	10:00

Next Committee meeting is scheduled for October 28, 2024

Check website [Advisory Commission on Aging \(alamedacountysocialservices.org\)](http://alamedacountysocialservices.org) for update.

ADVISORY COMMISSION ON AGING (ACA)

Executive Committee Meeting Minutes

Monday, April 22, 2024 | 9:15-10:15am

1. IN ATTENDANCE (*online attendance)

<p>Executive Members: Laura McMichael-Cady, Barbara Price, *Bobby Grant</p> <p>Absent: Boykins</p> <p>Excused: McCowan</p>	<p>Staff: Jennifer Stephens-Pierre, Charles Jones, Kim Fogel, Rhoda Turner, Luna Contreras</p>
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Quorum not achieved; Meeting called to order at 9:09am

2. Acceptance of Prior Meeting Minutes

Minutes for March 25, 2024 meeting was reviewed but unable to approve due to quorum. Will revisit in July's meeting.

3. Agenda Planning for Upcoming General Session

Chair McMichael-Cady will be out in June and unable to attend meetings.

Jennifer will be on vacation and unable to attend the General Session for July.

Potential Guest Speakers for May 13th (Older American's Month):

- Project Pet has been confirmed for the May General meeting.
- CWAP Planning/Voting to be scheduled
- Establish a Nominating Committee for the new Chair/Co-Chair
- There will be no Executive meetings held in May and June. Next Executive meeting will be held in July.
- Jennifer will include topic on Older American's month in her Director's Report.

Potential Guest Speakers for June 10th (Elder's Justice Month):

- Election of a Chair/Vice-Chair
- Legal Assistance for Seniors (LAS) or Justice and Aging
- Dr. Lloyd, CNA Program (Dr. Boykins request) has been confirmed for June-might need to move to July.

ACTION: Charles to confirm availability of Guest Speakers and reschedule Dr. Lloyd for July

ACTION: Jennifer will make the request to the AAA CNA Co-hort to confirm availability.

For July 8th General Session:

- Mercy Brown Bag for Meal on Wheels program
- Empowered Aging to present on CNA program or AAA staff (Marlisa?)

ACTION: Charles will reach out to Janice from Mercy Brown Bag to confirm availability

4. Countywide Area Plan (CWAP) Public Hearing Update

The CWAP Hearing will take place in May, prior to the next ACA General meeting. Commission members are expected to cast their vote at the next ACA General meeting in May.

5. Staff Update

- Vouchers for the Senior Farmers Market Nutrition Program have been received. Staff will be coordinating with local Farmers Markets to arrange the distribution of vouchers.

- Nutritionist, Lindsay has resigned from the County and AAA is working on recruiting for a Nutritionist.

6. C4A Conference Update

- The County will be providing transportation to the C4A conference, anyone who wants to ride in the van must meet at Eastmont by 7:15am.
- Commissioners who already paid for their registration will be reimbursed by the County but must submit all documentation to AAA.

ACTION: Commissioner Boykins to submit required documentation for reimbursement.

7. Meeting Adjournment

The meeting adjourned at 9:47 am.

ADVISORY COMMISSION ON AGING (ACA)

Executive Committee Meeting Minutes

Monday, July 22, 2024 | 9:15-10:15am

1. IN ATTENDANCE (*online attendance)

Executive Members:

Staff:

1. Laura McMichael-Cady	2. Barbara Price	3. Priscilla Banks	Charles Jones
			Jennifer Stephens-Pierre

Quorum achieved; Meeting called to order at 9:18am

2. Approval of April 22, 2024 Meeting Minutes

Prior meeting minutes were not available, the commission will review in August.

ACTION: Luna will follow up and provide minute drafts prior to the August meeting.

3. General Meeting Guest Speaker/Agenda Planning

- Request a ADRC presentation for the August 2024 meeting by Michael Galvin

ACTION: Jennifer will reach out to Michael Galvin from ADRC to provide details of the request and confirm availability his availability for the next General meeting.

- Other Options: CalAIM (to be considered as a back-up).

4. ACA Annual Retreat

Charles is working on securing meeting space to conduct a retreat. Potential dates: 10/23, 10/30 or 11/01

ACTION: Charles will create a poll on MS Forms and generate a QR code to obtain commissioner's input to select date & time.

5. ACA Chair & Vice Chair Elections:

Members of the ACA voted and approved Laura McMichael-Cady for Chair and Bobby Grant for Vice-Chair.

ACTION: Charles will provide a description of the Chair's function and the Commission's role with Service Delivery to (new) Commissioner Banks.

6. Director's Report

- AAA Director will include a report of their take aways from the USAgging Conference. The report will also include Commission McCowan report of her attendance at the USAgging Conference.
- Jennifer will provide a full breakdown of all AAA's '24-'25 allocations at the next meeting.

7. Follow up for the next Executive Committee Meeting

- Request update on Committee Assignments

ACTION: Chair to provide an update on ACA Committee assignments/AAA Staff (Charles) was to provide an updated committee roster.

- Chair to request an update on Committee assignments from all subcommittees.
- Schedule a Legislative Committee meeting with Commissioner Price. Discuss Mail-in Ballots
- Commissioner Banks requested the description of AAA's service delivery

ACTION: Charles will follow up with Commissioner Banks and send the information requested.

- Schedule a Legislative Committee meeting to include Commissioners Price, Malul and AAS Staff (Jennifer and Kim)

ACTION: AAA Staff (Kim) to follow up to set a date for meeting.

- ACA discussed the possibility of taking on a project advising older adults about mail-in ballots rules and how to confirm if they are registered to receive ballots. The project may include a write for inclusion in newsletter or requesting a presentation by ROV.

8. Meeting Adjournment

The meeting adjourned at 10:15 AM.