



SAN MATEO COUNTY HEALTH  
**AGING & DISABILITY  
SERVICES**

CoA Executive Meeting Minutes  
March 2, 2026 12:00pm-1:00pm  
2000 Alameda De Las Pulgas San Mateo, Ca 94403

**Members Present:** Irene Liana (in person), David Linnell (remote)

**Members Excused:** Bill Lock

**Commissioners joining remotely:** Deborah Owdom, Twila Dependahl, Monika Lee

**Members of the Public joining remotely:** Jonathan

**Staff Present (in person):** Anna Sawamura, Harry Guan, Diane Madriz

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**1. Call to Order, Roll Call, and Introductions**

- Chair Liana called meeting to order at 12:00
- Roll Call taken; Quorum established.

**2. Public Comment**

- None

**3. Approval of Agenda - 3/2/2026**

- Motion to approve 3/2/2026 agenda:
  - Moved by Chair Liana
  - Seconded by 1<sup>st</sup> Vice Chair Linnell
  - Motion Passed

**4. Review and Approval of Executive Meeting Minutes - 1/5/2026**

- Motion to approve 1/5/2026 meeting minutes:
  - Moved by 1<sup>st</sup> Vice Chair Linnell
  - Seconded by Chair Liana
  - Motion Passed

**5. Review and Approval of General Meeting Minutes - 2/9/2026**

- Motion to approve 2/9/2026 meeting minutes:
  - Moved by 1<sup>st</sup> Vice Chair Linnell
  - Seconded by Chair Liana
  - Motion Passed

**6. Discussion and Recommendation on Implementing SB707**

- Reviewed the options available for future meetings.
  - 100% in person
  - 100% virtual
  - Select number of in-person
  - Hybrid



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- Discussion took place with the following recommendations made:
  - Chair Irene Liana and 1<sup>st</sup> Vice Chair Linnell endorsed hybrid with quarterly in-person meetings for Executive Committee meetings.
  - Commissioner Lee endorsed alternating between in-person and virtual meetings for each month.
  - Commissioner Dependahl endorsed hybrid but is concerned that in-person attendance will be diminished.
  - Commissioner Owdom endorsed starting any changes at the beginning of the new fiscal year: July 1st.
  - Executive Committee agreed to place the following action item on the 3/9/2026 General Meeting Agenda:

**Action Item: Move to adopt establishing in-person meetings (with a hybrid participation option) in January, April, July, and November, and conducting all other General Meetings as hybrid meetings.**

An ADS staff member will be present at an assigned location to allow participation for members of the public or if commissioners want to attend in-person.

### 7. Discussion on CoA Retreat for 2026

- Commissioners will discuss forming an ad hoc committee to plan retreat.

### 8. Adjournment

- Motion to adjourn the meeting:
  - Moved by Chair Liana
  - Seconded by 1<sup>st</sup> Vice Chair Linnell
- Meeting adjourned at 12:58p

**Next CoA Executive Meeting: April 6<sup>th</sup>, 2026**

**Next CoA General Meeting: March 9<sup>th</sup>, 2026**