



Commission on Aging (CoA) - Executive Committee Meeting Notes

Thursday, January 6, 2022 8:00am – 9:00am

Meeting location: ZOOM Virtual Meeting

Executive Committee Members Present: Karen Coppock, Patty Clement, Monika Lee

Commissioners Present: Liz Taylor

Staff: Anna Sawamura

Discussion Items	Notes / Discussion / Next Steps
1. Call to order	Meeting was called to order by Chairperson Coppock at 8:03am.
2. Review and approve January 6th Exec. Agenda	Second Vice Chair Clement motioned to approve the agenda with edits. First Vice Chair Lee seconded the motion. Motion passed.
3. Review and approved notes from November 4 th meeting.	Second Vice Chair Clement motioned to approve the notes. First Vice Chair Lee seconded the motion. Motion passed.
4. Review and approve November 8 th General Meeting minutes.	First Vice Chair Lee motioned to approve the minutes with edits. Chairperson Coppock seconded the motion. Motion passed.
5. Review and approve January 10 th General Meeting agenda	First Vice Chair Lee motioned to approve the agenda with edits. Chairperson Coppock seconded the motion. Motion passed.
6. Review Committee Notes	No meetings were held in December. Committee reviewed notes from November meetings with no questions or discussion.

7. Board of Supervisor's Letter	Reported to committee by Anna Sawamura that the CoA Letter to the Board of Supervisor's in support of increased funding to support the needs of older adults and adults with disabilities and family caregivers was sent on November 15 th .
8. Committee Assignments	Discussion took place regarding the Chairperson's assignment to committees. It was agreed that the Executive Committee is the committee the Chair will lead. If time permits, the Chairperson will attend other committee meetings.
9. 2022 Presentation Schedule	Discussion took place regarding the topics and speakers for the year. It was agreed that each committee chair would be asked to identify a topic and speaker they would be interested in having CoA include in the schedule.
10. Retreat Planning Discussion	Anna reported that a meeting for all Commission and Board staff liaison's is being scheduled this month. Discussion followed regarding when to hold the CoA retreat. Second Vice Chair Clement will be contacting Commissioners who offered to assist in the planning to identify dates and times.
11. Adjournment	Meeting adjourned at 9:03am.

NEXT CoA EXECUTIVE MEETING: March 3, 2022
NEXT CoA GENERAL MEETING: February 14, 2022



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