



SAN MATEO COUNTY HEALTH
AGING & ADULT SERVICES

Commission on Aging (CoA) - Executive Committee Meeting Notes

Monday, November 7, 2022 12:00-1:00pm

Meeting location: ZOOM Virtual Meeting

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

Commissioners Present :Eileen Barsi, Joyce Porter, Irene Liana

Staff: Anna Sawamura and Suki Ho

Discussion Items	Notes / Discussion / Next Steps
1. Call to order	Meeting was called to order by Chairperson Coppock at 12:00pm.
2. Review and approve November 7 th Exec. Agenda	First Vice Chair Lee motioned to approve the agenda with edits. Second Vice Chair Clement seconded the motion. Motion passed.
3. Review and approve October 3 rd Exec. Meeting minutes.	Second Vice Chair Clement motioned to approve the October minutes. First Vice Chair Lee seconded the motion. Motion passed.
4. Review and approve November 14 th General Meeting agenda.	Chairperson Coppock motioned to approve the agenda with edits. First Vice Chair Lee seconded the motion. Motion passed.
5. Review and approve October 17 th General Meeting minutes	First Vice Chair Lee motioned to approve the minutes. Chairperson Coppock seconded the motion. One abstention. Motion passed.
6. Review Committee Notes	<p><u>Resource Access and Inclusion Committee</u> Vice Chair Lee announced that RAiC will be sharing table space with City of Foster City and Foster City Villages at the Foster City Senior Showcase on November 10th. She will cover the table from 10:00am-2:00pm.</p> <p><u>Transportation and Aging in Place Committee</u> No questions regarding report.</p>

	<p><u>Middle Income Senior Opportunity Committee</u> Commissioner Dimas Kahn will be providing the report prior to the general meeting. The committee is discussing outreach strategies.</p>
7. New Commissioner Recruitments	<p>President Horsley's legislative aide Chris Tucker was contacted by Anna. President Horsley supports having the applicants who were on the list contacted to fill the current vacancies. Anna contacted both and one has accepted and she is awaiting response from the other applicant. Each are being told that in-person meetings will be starting in March.</p> <p>Recommendation made to have new Commissioners receive the orientation video to begin their connections with CoA. Additionally, a follow up meeting will be scheduled with them to provide more support once they are appointed.</p>
8. Mentor Assignments	<p>Assignments are as follows: Chair Coppock with Jeffrey Austin Vice Chair Lee with Joyce Porter Commissioner Arnos with Elaine Barsi Commissioner Uhl with Irene Liana</p>
9. Nomination Ad Hoc Committee	<p>Commissioners Querol Moreno and Arnos presented the following slate of officers for 2023:</p> <p>Chairperson: Karen Coppock First Vice Chair: Monika Lee Second Vice Chair: Patty Clement, Jeffrey Austin</p> <p>After discussion, Second Vice Chair Clement requested to be taken off the slate.</p> <p>Chairperson Coppock will contact Commissioners Querol Moreno and Arnos with the revised slate for presentation in November.</p>
10. Discussion on Recording of Meetings	<p>Discussion took place regarding the recording of meetings. It was agreed that recordings will not be taken once in-person meetings resume in March. Power points or other shareable documents for presentations made during general meetings will be kept and provided to the public upon request.</p>

11. February Presentation Schedule	Vice Chair Lee is working on a panel of existing county funded I&A providers to present in February. Anna will provide contact information for the staff for her to contact.
12. Discussion on Return to In-Person Meetings	<p>Anna announced that general meetings from March have space reserved at COB 101 in Redwood City. The address is 455 County Center, Floor 1, Redwood City, CA 94063. RAiC meetings will also be held at this location immediately preceding the general meeting.</p> <p>She also announced that Commission on Disabilities and others are concerned about the return to in-person meetings. Discussion took place. Committee would like to continue meeting virtually. This will be added as a discussion item during the Executive Committee report.</p>
13. Announcements	<p>Letters to Scott and Mike thanking them for their service on CoA were discussed. Chairperson Coppock and Anna will work on this to send out before end of December.</p> <p>Chairperson Coppock announced that housing and community project meetings and surveys are being conducted. She provided links and requested assistance in sharing the information with various groups, individuals, the public.</p>
14. Adjourn	Chairperson Coppock motioned to adjourn. Second Vice Chair Clement seconded the motion Meeting adjourned at 1:00 pm

NEXT CoA EXECUTIVE MEETING: January 3,2023

NEXT CoA GENERAL MEETING: January 9, 2023



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