



SAN MATEO COUNTY HEALTH
AGING & ADULT SERVICES

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 Director

Aging & Adult Services
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Commission on Aging General Meeting Minutes
 Monday, November 14, 2022, 9:00 – 11:00 a.m.
 Location: ZOOM Virtual Meeting Conducted due to COVID-19

Members present: JoAnne Arnos; Eileen Barsi; Patty Clement; Karen Coppock; Christina Dimas-Kahn; Monika Lee; Marita Leth; Irene Liana; Joyce Porter; Cherie Querol Moreno and Kathy Uhl

Member absent: Angela Giannini and Jeffrey Austin

Members excused: Maria Elena Barr and Liz Taylor

Staff: Nina Rhee; Anna Sawamura; Tara Heumann; Andrew Eng; Cristina Ugaitafa; Diane Madriz and Suki Ho

Public: Ann Cooney; Ann O'Brien; Benjamin McMullan; Bernie Mellott; Chris Hunter; Cynthia Nakayama; Dao Do; DCCSC; Elizabeth Phipps; Erin Malone; Greycy Portillo; Hope Nakamura; Robert Hall; Sandra Green; Sandra Lang; Sandra Winter; Sophia Brink; Terue Shinohara and Wes Taoka

ITEM	DISCUSSION
1. Call to Order Pledge of Allegiance Roll Call	Meeting called to order at 9:00 a.m. by Chairperson Coppock. Chairperson Coppock led the Pledge of Allegiance. Roll Call followed. Recognition veterans' services.
2. Action Item: Passage of resolution 10182021	Vice Chair Clement motioned to approve. Seconded by Commissioner Barsi. Motion passed.
3. Introduction of members of the public	18 public participants. Chairperson Coppock encouraged members of the public to put their name and institution in the chat function.
4. Oral Communications	Sandra Lang commented that Ombudsman services are important to protect the community.
5. Approval of Today's Agenda	Vice Chair Lee motioned to approve the agenda. Second by Commissioner Uhl. Motion passed.
6. Approval of Minutes: October 17, 2022	Commissioner Barsi motioned to approve the minutes. Seconded by Commissioner Liana. Motion passed. Abstentions from

	Commissioners Arnos, Clement and Dimas-Kahn.
7. Committee and Ad Hoc Reports	<p><u>Executive Committee</u> Chairperson Coppock reported by law, meeting recordings are subject to Public Record Requests. As of March 1, 2023, no recordings will be made.</p> <p>Chairperson Coppock reported the following Mentor Program assignments:</p> <ul style="list-style-type: none"> • Vice Chair Lee will mentor Commissioner Porter • Commissioner Uhl will mentor Commissioner Liana • Commissioner Arnos will mentor Commissioner Barsi • Chairperson Coppock will mentor Commissioner Austin <p>Chairperson Coppock encouraged committee chairs to have their roster ready by the January 2023 meeting. Should commissioners decide to join or leave a committee, decisions need to be communicated in writing to committee chair. The chair will request staff update the roster accordingly.</p> <p>Commissioner Arnos raised a question: Will there be an agenda item for discussion on time and location for COA in person meetings starting March 1, 2023?</p> <ul style="list-style-type: none"> • Chairperson Coppock suggested to add this item to the January agenda. • Anna Sawamura responded a location has been secured for General Meetings. Efforts are being made to secure locations for committee meetings. Procedural rules will need to be updated should meeting times change. • Commissioner Dimas-Kahn commented there is better attendance when meetings are held virtually. Asked if there is a log on attendance data comparing attendance on in-person and virtual meetings. Suggested to hold General Meetings in person while other committee meetings remain held virtually. Suggested to send a survey to service providers to collect their preference on in-person and virtual meetings with COA and NBC. • Chairperson Coppock recommended the group provide comments at the January meeting for discussion and approval. • Commissioner Arnos commented attendance of City Council meetings has increased a lot when they are conducted virtually. Meetings are a helpful way to do outreach, the more attendees the merrier.

Commissioner Porter asked how often staff needs to refer to meeting recordings for note-taking purposes.

- Anna Sawamura responded recordings were referred to for double checking on follow-up and action items.

Resource Access and Inclusion (RAI) Committee

Vice Chair Lee reported attending the Senior Showcase on Friday, November 10, 2022.

RAI Committee drafted an email to Administrators of Senior Centers and Parks and Recreation Departments inviting them to attend the January meeting to give a presentation on their Information and Assistance services. Follow-up presentations will be made at the February meeting by providers contracted with the County.

Vice Chair Lee encouraged the group to share information on tabling events with the committee.

MISO (Middle Income Senior Opportunities) Committee

Commissioner Dimas-Kahn reported MISO Committee is focusing on discussion on long term care options, expenses and how it affects middle income seniors. Bernie Mellott from Ombudsman Services of SMC is giving a presentation on Middle Income Seniors and Long-Term Care today.

MISO Committee is providing input and feedback to the Communications Department of San Mateo County on how to disseminate info to the general public more effectively. Commissioner Dimas-Kahn encouraged other committees to join. Suggestions and input will be submitted to Executive Committee by January.

Transportation and Aging in Community Committee

Commissioner Uhl reported the committee is reorganizing and adding new pieces to their responsibilities. Talked about housing issues and looked at new directions and new members to join the committee.

Nomination Ad Hoc Committee

Chairperson Coppock thanked Commissioner Querol Moreno and Commissioner Arnos for coordinating the election.

Commissioner Querol Moreno reported communications in the process were done via email and follow-up phone calls.

	<p>Presentation of Slate of Officers for 2023 and Election of Officers</p> <ul style="list-style-type: none"> • Chair: Karen Coppock <ul style="list-style-type: none"> ○ No additional nominations or self-nominations ○ Roll call vote took place: 11 votes in favor 0 opposed ○ Karen Coppock is elected to continue serving as Chair for 2023 • 1st Vice Chair: Monika Lee <ul style="list-style-type: none"> ○ No additional nominations or self nominations ○ Roll call vote took place: 11 votes in favor 0 opposed ○ Monika Lee is elected to continue serving as 1st Vice Chair for 2023 • 2nd Chair: Jeffrey Austin <ul style="list-style-type: none"> ○ Commissioner Querol Moreno was nominated by Commissioner Dimas-Kahn. Anna Sawamura commented that Commissioner Querol Moreno's term ends in June 2023. Commissioner Querol Moreno respectfully declined. ○ Commissioner Uhl was nominated by Chairperson Coppock. Commissioner Uhl respectfully declined. ○ Commissioner Porter was nominated by Commissioner Lee. Commissioner Porter accepted. ○ Roll call vote took place 11 votes for Commissioner Porter. ○ Commissioner Porter is elected to be 2nd Vice Chair for 2023 <p>The 2023 CoA Executive Committee:</p> <p>Chairperson: Karen Coppock 1st Vice Chair: Monika Lee 2nd Vice Chair: Joyce Porter</p>
8. Discussion on Advocacy	<p>Chairperson Coppock noted that when meetings are held with elected leaders, please make sure to differentiate Info session vs advocacy session. When committees update their plans, be sure to add advocacy element in the work plan.</p>
9. Member Reports	<p>Vice Chair Lee reported City of San Mateo made a presentation to their City Council on their Age Friendly action plan. The plan is now being submitted to the AARP.</p> <p>Chairperson Coppock reported Department of Housing is hosting a series of community meetings, gathering public comments on how to spend funds. She provided links to the meetings and the</p>

	<p>survey for completion. She hopes Commissioners, the public and providers can help share the information widely for greater participation.</p>
<p>10. Staff Report</p>	<p>Anna Sawamura reported staff is currently working on executing additional contracts with providers:</p> <ul style="list-style-type: none"> • Access to Technology in January 2023 • Nutrition Infrastructure Grant with existing meal providers • American Rescue Plan Act contracts with existing providers to increase funding for services from January 2023-September 30, 2024 • Older Adult Resilience and Recovery Act contracts for additional funding support from January-December 2023. • <p>Team is also working on a COVID activities report to be submitted to the State by end of this week.</p> <p>In the month of December, CoA new meeting invites for general and committee meeting will be sent as well as a committee rosters for 2023.</p> <p>Tara Heumann gave an update on the return to in-person meetings:</p> <ul style="list-style-type: none"> • Bottom line: COA, like all other commissions, will need to go back to in-person meeting starting March 1, 2023. • New law: (AB 2449): Must return to in-person meetings when COVID-19 State of Emergency ends on February 28, 2023 <ul style="list-style-type: none"> ○ Back to Brown Act default rules ○ Individuals can join remotely in limited circumstances: <ul style="list-style-type: none"> ▪ Caregiver needs, contagious illness, disability, traveling on official business for a government agency, emergency ▪ Can only be used twice per calendar year ▪ Members cannot plan to participate in a Board/Commission solely by remote attendance ▪ Legislative body must provide opportunity for public to participate remotely ▪ A quorum must attend the meeting in person

	<ul style="list-style-type: none"> • Hybrid choice of meetings is onerous <ul style="list-style-type: none"> ○ Each meeting must allow for remote public participation and in-person public participation ○ Required to host a robust hybrid meeting by holding the meeting in a physical space and providing either a two-way audiovisual platform or a two-way telephonic service and a live webcasting of the meeting so the public may remotely hear and visually observe the meeting and provide comments. ○ Hybrid meetings of the BOS have required twice the clerk staffing of regular BOS meetings pre-COVID, and a buildout of infrastructure in the chambers. • Questions/Comments raised by the Commission. Tara Heumann will respond to questions after further discussion with staff. <ul style="list-style-type: none"> ○ Chairperson Coppock: Is COA statutorily regulated under the Brown Act? Vice Chair Lee echoed this question. ○ Commissioner Dimas-Kahn: Does Zoom qualify as two-way telephonic service? ○ Commissioner Arnos commented City of Pacifica Commission is created by appointment and they follow the Brown Act. Asked if Zoom cannot be implemented, is it possible to have a call-in number so participants can listen to the meeting? ○ Chairperson Coppock: Is reimbursement of mileage and parking possible? ○ Robert Hall commented if one is severely disabled and cannot join in person, this requirement will be denying their access. ○ Commissioner Uhl commented there will be a large number of people with disabilities who cannot attend the meeting and hence the attendance issue will arise. ○ Commissioner Clement commented the times have changed since COVID. Suggested to go back to the Brown Act and study how the rules were made and for the County to start discussing necessary legislative changes for current situation.
11. Stretch Break	There was a 3-minute stretch break.

12. Presentation	Middle Income Seniors and Long Term Care Presentation by Bernie Mellott, Executive Director of Ombudsman Services of SMC
13. Announcements	<p>Commissioner Uhl commented staffing is an issue at aging care facilities.</p> <p>Cristina Ugaitafa reminded the group the next NBC Meeting is being held on November 15, 2022, 9-10:30am. November is National Family Caregiver Month.</p>
14. Adjourn	<p>Commissioner Porter moved to adjourn the meeting. Seconded by Commissioner Leth. Motion passed.</p> <p>Meeting adjourned at 10:59 am.</p>



Commission on Aging

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