



SAN MATEO COUNTY HEALTH
AGING & DISABILITY
SERVICES

Commission on Aging (CoA) - Executive Committee Meeting Minutes

Monday, April 7, 2025 12:00-1:00pm

Meeting location: 2000 Alameda de las Pulgas, Room 209

Executive Committee Members Present: Monika Lee, Irene Liana, David Linnell

Commissioners Present: Twila Dependahl, Deborah Owdom

Public: No members of the public joined in-person or virtually

Staff: Anna Sawamura, Shawne O'Connell

Discussion Items	Notes / Discussion / Next Steps
1. Call to order	Meeting was called to order by Chair Lee at 12:01 pm.
2. Public Comment	No public comments made.
3. Review and approve April 7th Exec. Agenda	2nd Vice Chair Linnell motioned to approve the agenda with edits. 1 st Vice Chair Liana seconded the motion. Motion passed.
4. Review and approve March 3rd Exec. Committee minutes.	Chair Lee motioned to approve the minutes with edits. 2nd Vice Chair Linnell seconded the motion. Motion passed.
5. Review and approve March 10th General Meeting Minutes	Chair Lee motioned to approve the minutes with edits. 2 nd Vice Chair Linnell seconded the motion. Motion passed.
6. Review Committee Minutes, Work Plans and Discuss Committee Issues	Committee reviewed documents provided. It was identified that certain goals/action steps appear on more than one committee's work plan. This will be discussed during the April 14 th Strategic Planning Session.
7. Review CoA Commissioner Contact List	Committee reviewed contact list. It was decided the list posted will only include names of commissioners. The list with email addresses and phone numbers will only be shared with Commissioners and staff.
8. Presentation and Speakers	April 10, 2025 CoA Strategic Work Plan Discussion May 12, 2025 Presentation on "Ageism" and



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	overview of May 20 th Board of Supervisor’s presentation. This year, the presentation will be co-presented by Chair Lee and Director Pullen.
9. Review and approve April 14 th General Meeting Agenda	2 nd Vice Chair Linnell motioned to approve the agenda with edits. 1 st Vice Chair Liana seconded the motion. Motion passed.
10. Board of Supervisors Relations/Annual Report/Advocacy	No report was made.
11. Announcements	No announcements were made.
12. Adjourn	2 nd Vice Chair Linnell motioned to adjourn. Chair Lee seconded the motion. Meeting adjourned at 1:09pm.

Next CoA EXECUTIVE MEETING: May 5, 2025

Next CoA GENERAL MEETING: April 14, 2025



Commission on Aging

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Phone (650) 573-3900 • **Fax** (650) 837-9713 • **CA Relay** 711 • **Website**

<http://smchealth.org/CoA>

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