



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

Commission on Aging (CoA) - Executive Committee Meeting Minutes

Monday, June 2, 2025, 12:00-1:00pm

Meeting location: 2000 Alameda de las Pulgas, Room 209

Executive Committee Members Present: Monika Lee, Irene Liana

Executive Committee Member absent: David Linnell

Public in Attendance: Twila Dependahl, Lynn Spicer (SamTrans), Margaret Baggerly (SamTrans), Jonathan He/Him

Staff: Anna Sawamura, Anna Dyer

Discussion Items	Notes / Discussion / Next Steps
1. Call to order	Meeting was called to order by Chair Lee at 12:00 pm.
2. Public Comment	No public comments made.
3. Review and approve June 2nd Executive Agenda	2 nd Vice Chair Liana motioned to approve the agenda. Chair Lee seconded the motion. Motion passed.
4. SamTrans Transportation Resources Showcase Update – Margaret	<p>Margaret Baggerly from SamTrans shared the following:</p> <ul style="list-style-type: none">• CoA will be co-hosting the Transportation Showcase with SamTrans.• Due to multiple timeline challenges and desire to plan and conduct a successful event, SamTrans will be postponing the Showcase to May (older Americans month) or September (Transportation month) 2026.• Considering San Mateo County Event Center for location due to space, staff resources needed.• A similar update will be provided to the Transportation and Social Isolation committee on June 12th.• Discussion about how best to include people and organizations from the Coastside was held. Ms. Baggerly acknowledged need and challenge of physical space and partner organizations' staffing



	<p>capacity for multiple events.</p> <ul style="list-style-type: none"> The event will be assessed to see how best to replicate and repeat the event.
5. Review and approve May 5th Exec. Committee minutes.	Chair Lee motioned to approve the minutes. 1 st Vice Chair Liana seconded the motion. Motion passed.
6. Review and approve May 12th General Meeting Minutes	1st Vice Chair Liana motioned to approve the minutes with edits. Chair Lee seconded the motion. Motion passed.
7. Review Committee Minutes, Work Plans	<p>a) Information, Resources and Community Engagement Committee.</p> <ul style="list-style-type: none"> Committee is losing two members. Recruitment and appointment of new Commissioners is an ongoing process. Senior Day at the Fair is Thursday 6/5 and is staffed; Commissioners will be attending San Mateo County Pride event on 6/14. <p>b) Social Isolation and Transportation Committee.</p> <ul style="list-style-type: none"> Reviewed minutes, no questions/comments. <p>c) Aging Readiness and Family Caregiver Support Committee</p> <ul style="list-style-type: none"> Commissioner Dependahl provided clarification on notes from their committee meeting: three of their advocacy proposals will not be going forward to the Commission at this time and advocacy related opportunity ideas will be shared with the Ad-Hoc Advocacy committee. <p>d) Ad Hoc Committees</p> <ul style="list-style-type: none"> The Ad Hoc Advocacy committee met once. Chair Lee requested that all Commissioners be alerted to Ad-Hoc Advocacy Committee meeting dates and times and that minutes from the meeting be available to the Executive Committee so that they are aware of meetings and discussion points. <p>e) Committee Requests.</p>



	<ul style="list-style-type: none">The overlap of Committees' workplans was discussed at the CoA general meeting. Committees have modified their workplans. The Executive Committee would like staff to circulate the sub-committees' final plans to Commissioners.
8. Presentations Speakers	<ul style="list-style-type: none">For June, Chair Lee will provide an overview and introduction, then three commissioners (Leth, Arnos and Barsi) will present for 10-15 minutes on their experience with their organizational Buddies.For July and forward, staff and Chair Lee will explore presentations from various Commissions (Status of Women, Youth, Disabilities, others); RDS, the social isolation consultant selected for the Community Enrichment project will be contacted to provide a future presentation. Staff will check with Director Pullen on when to schedule.
9. Board of Supervisors Relations/Annual Report/Advocacy	<ul style="list-style-type: none">BoS CoA Annual Report presentation: Chair Lee noted that Jackie Speier mentioned Foster City Village and to work to expand the Villages where possible. Supervisors were appreciative of CoAs presence at Senior Showcases and CoA activities.
10. Review and approve June 9th General Meeting Agenda	<ul style="list-style-type: none">Chair Lee motioned to approve the agenda with edits. 1st Vice Chair Liana seconded the motion. Motion passed.It will be the last meeting for two outgoing Commission members.
11. Announcements/ Member Reports	<ul style="list-style-type: none">Chair Lee shared information about First 5 Commission as an interesting model.1st Vice-Chair Liana provided the SamTrans proclamation to Anna Sawamura.
12. Adjourn	Chair Lee motioned to adjourn. 1 st Vice Chair Liana seconded the motion. Motion passed. Meeting adjourned at 1:04pm.

Next CoA GENERAL MEETING: June 9, 2025

Next CoA EXECUTIVE MEETING: July 7, 2025



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Commission on Aging

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