



Commission on Aging (CoA) - Executive Committee Meeting Notes

Wednesday, July 5, 2023

Meeting location: Department of Housing, 264 Harbor Boulevard, Building A, Belmont CA

Public Link to Join via ZOOM

Executive Committee Members Present: Karen Coppock, Monika Lee, Joyce Porter

Public: Liz Taylor

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 July 5 th Agenda	Added Items 7 and 8 as standing agenda items. First Vice Chair Lee motioned to approve with edits. Second Vice Chair Porter seconded the motion. Motion passed.
3. Review and approve June 5 th Exec. Meeting Minutes	First Vice Chair Lee motioned to approve the minutes. Chair Coppock seconded the motion. Motion passed.
4. Review and approve July 10 th General Meeting Agenda	<ul style="list-style-type: none"> • Addition of presentation schedule. • Addition of Advocacy Plan status to agenda • CoA vacancy updates to be included in staff report. • Discussion regarding the upcoming Thrive listening session on Measure K. First Vice Chair Lee is attending as a member of City of San Mateo's Age Friendly Task Force. <p>• Action Item: CoA approves Joyce Porter to attend and represent the CoA to request older adults be a population identified for Measure K support at upcoming meeting being convened by THRIVE.</p>

	<ul style="list-style-type: none"> • Discussion regarding expanding distribution of Help @ Home guides. RAIC will request staff provide more info regarding costs. <p>First Vice Chair Lee motioned to approve the agenda with edits. Second Vice Chair Porter seconded the motion. Motion passed.</p>
<p>5. Review and approve June 12th General Meeting Minutes</p>	<p>Chair Coppock motioned to approve the minutes with edits. Second Vice Chair Porter seconded the motion. Motion passed.</p>
<p>6. Review Committee Notes</p> <ul style="list-style-type: none"> a. Resource Access and Inclusion Committee b. Transportation and Aging in Community Committee c. Middle Income Senior Opportunity Committee 	<p><u>RAIC</u></p> <p>Discussion regarding addition of resources to the Help@Home guide.</p> <ul style="list-style-type: none"> • Recommendation to add Core Service Agencies. • Cristina will be asked to provide update on the number of “hits” to our website at the next general meeting. <p><u>TAIC Committee</u></p> <ul style="list-style-type: none"> • Spelling of Commissioner’s names require change. <p><u>MISO Committee</u></p> <ul style="list-style-type: none"> • Edit attendance of members as quorum was not established.
<p>7. CoA Webpage Discussion</p> <ul style="list-style-type: none"> a. Presentations/Speakers 	<p>No updates available regarding the county webpage.</p> <p>Discussion and scheduling of presentations for the remainder of the calendar year:</p> <p>July: Bonnie Burns August: Recess September: Advocacy in San Mateo County (Monika will arrange with Francine of Age Forward and Karen’s husband) October: Core Service Agencies November: Needs Assessment with Cristina December: Recess</p>

8. CoA End of Term and Vacancy Updates	<p>Discussion regarding current Commissioners on leave of absence and status of those who have applied to join the Commission.</p> <p>Update of current Commissioner list so demographics of those serving and those who have applied to serve was requested. Anna will provide the info.</p> <p>Chair Coppock requested scheduling of interviews occur in mid-August as she will be away last week of August through first week of September.</p>
9. Review of Board of Supervisors agendas	<p>Committee members requested opportunity to receive agenda items to be covered at Board of Supervisors meetings so they are aware of items specific to the older adult population.</p>
10. Announcements	<p>Anna will be away for the September 5th meeting. Suki will staff the meeting.</p>
11. Adjourn	<p>Meeting adjourned at 1:00pm by Chair Coppock.</p>

NEXT CoA EXECUTIVE MEETING: September 5,2023

NEXT CoA GENERAL MEETING: September 11, 2023



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