



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

Commission on Aging (CoA) - Executive Committee Meeting Minutes

Monday, July 7, 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 Excused: David Linnell

Public in Attendance: None present

Staff: Anna Sawamura

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 July 7th Executive Agenda	1 st Vice Chair Liana motioned to approve the agenda with edits. Chair Lee seconded the motion. Motion passed.
4. Review and approve June 2nd Executive Committee Minutes	Chair Lee motioned to approve the minutes. 1 st Vice Chair Liana seconded the motion. Motion passed.
5. Review and approve June 9th General Meeting Minutes.	1 st Vice Chair Liana motioned to approve the minutes with edits. Chair Lee seconded the motion. Motion passed.
6. Review Committee Minutes, Work Plans and Discuss Committee Issues	<p>a) Information, Resources and Community Engagement Committee.</p> <ul style="list-style-type: none">• Senior Showcase events are upcoming and Commissioner Owdom will be sending out requests for commissioners to assist with tabling• Commissioner Owdom is chairing the Ad Hoc Help @ Home Guide Update Committee and will be sending out information for Commissioners to work on updates during the month of August while meetings are in recess.

	<p>b) Social Isolation and Transportation Committee.</p> <ul style="list-style-type: none"> Committee is pleased to hear of the progress being made with Youth Commissioner Adele Ryono's intergenerational survey project. <p>c) Aging Readiness and Family Caregiver Support Committee</p> <ul style="list-style-type: none"> Committee reviewed the minutes and sees the work being put into identifying manageable work the committee can accomplish.
7. Presentations/ Speakers	<p>Discussion took place regarding the presentations to schedule for the remainder of the calendar year. The following topics were identified:</p> <ul style="list-style-type: none"> Presentation from other Commissions to learn of the work being done and to identify ways to develop potential partnerships. Commission on the Status of Women, Commission on Disabilities, and the Veteran's Commission were identified. Presentation on county's legislative agenda and how to advocate for older adults Presentation on elder abuse. Presentation by Commissioners on their buddy relationships <p>Chair Lee will contact the Commissions to identify availability for a group presentation. Anna Sawamura will follow-up to identify availability of county staff to present on the legislative agenda and elder abuse. More discussion will take place regarding a Commissioner presentation based on if the other three presentations can be scheduled before the end of the calendar year.</p>
9. Board of Supervisors Relations/Annual Report/Advocacy	<p>Discussion took place regarding ways to increase attendance either virtually or in person by the Supervisor's staff.</p>
10. Review and approve July 14th General Meeting Agenda	<p>1st Vice Chair Liana motioned to approve the agenda with edits. Chair Lee seconded the motion. Motion passed.</p>

11. Announcements/ Member Reports	Chair Lee will be on vacation and will not be present for the September Executive Committee, General, and Information, Resources and Community Engagement (IRCE) Committee meetings. 1 st Vice Chair Liana will chair the Executive and General Meetings. Commissioner Owdom will be asked to chair the IRCE committee meeting.
12. Adjourn	Chair Lee motioned to adjourn. 1 st Vice Chair Liana seconded the motion. Motion passed. Meeting adjourned at 1:02pm.

Next CoA GENERAL MEETING: July 14, 2025

Next CoA EXECUTIVE MEETING: September 2, 2025



Commission on Aging

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<http://smchealth.org/CoA>

24-hour line to report abuse (800) 675-TIES (8437)

Health System Chief • Colleen Chawla

Board of Supervisors • Jackie Speier • David Canepa • Noelia Corzo • Ray Mueller • Lisa Gauthier