



SAN MATEO COUNTY HEALTH

AGING & DISABILITY SERVICES

CoA Executive Meeting Minutes

June 1, 2026 12:00pm-1:00pm

2000 Alameda De Las Pulgas, Room 209, San Mateo, Ca 94403

Hybrid Meeting – In Person and Remote Participation

Members Present (In-Person): Deborah Owdom, William Lock, Patty Clement

Members Present (Remote): Irene Liana, Twila Dependahl, Liz Taylor, Daniela Jonguitud

Members Excused: None noted

Members of the Public (Remote): Johnathan

Members of the Public (In-Person): None noted

Staff Present (In-Person): Harry Guan

Staff Present (Remote): Anna Sawamura, Diane Madriz

1. Call to Order, Roll Call, and Introductions

- Chair Liana called meeting to order at 12:00 p.m.
- Roll Call taken; Quorum established.

2. Public Comment

- No public comments

3. Approval of Agenda - 6/1/2026

- Motion to approve 6/1/2026 agenda:
 - Moved by 2nd Vice Chair Lock
 - Seconded by Chair Liana
 - Motion passed unanimously

4. Review and Approval of Executive Meeting Minutes - 5/4/2026

- Motion to approve 5/4/2026 meeting minutes:
 - Moved by 2nd Vice Chair Lock
 - Seconded by Chair Liana
 - Motion passed unanimously

5. Review and Approval of General Meeting Minutes - 5/11/2026

- Motion to approve 5/11/2026 meeting minutes:
- Edit request – area plan public hearing – 1st Vice Chair Lock requested fiscal comment be included.
 - Motion to approve with edits by 2nd Vice Chair Lock



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- Seconded by Chair Liana
- Motion passed

6. Ad Hoc Nomination Committee to Fill the 1st Vice Chair Vacancy

- 1st Vice Chair Linnell has resigned effective immediately as he will be relocating to the East Bay.
- As part of the Nomination Committee, Commissioner Dependahl and Commissioner Uhl will email commissioners not in office to gauge interest in the 1st Vice Chair seat.
- Commissioner Clement and Commissioner Jongitud expressed interest as candidates for 1st Vice Chair. So far, three candidates have responded to calls for nominations.
- There will be a discussion to expand the Executive Committee to include chair representatives from each committee. This discussion item will have to be included in next month's meeting.

7. Review Committee Minutes, Work Plans, and Discuss Committee Issues

- Information Resources and Community Engagement Committee
 - Anna Sawamura reached out to EDAPT regarding interest in partnering with CoA at Senior Day at the Fair.
- Social Isolation and Transportation Committee
 - There was miscommunication regarding the April 21st meeting date with Bayudan's office. A follow-up meeting will be scheduled with Canepa's office.
 - Chair Liana noted that the Loneliness to Light event on May 18th was cancelled.
- Aging Readiness and Family caregiver Support Committee
 - Aging Readiness Checklist to move as an action item for the next General Meeting.
- Ad Hoc Committees and Committee Requests
- Ad Hoc Help@Home
 - Help@Home English version has arrived. Harry Guan will bring a box for the Commission.

8. Ad Hoc Legislative Advocacy Committee

- Anna Sawamura will follow up with County Counsel regarding the proposed change from a calendar-year structure to a fiscal-year structure. The Ad Hoc Committee will develop recommendations and forward them to the Executive Committee and then to the full Commission for consideration and confirmation. These recommendations may include revisions to the procedural rules, including terms of office, along with a proposed effective date.



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- The Committee will also discuss possible changes to the composition of the Executive Committee at the July meeting, with any approved changes proposed to take effect in November. Potential revisions include changing term lengths to 18 months rather than the current 6- and 12-month terms.
- Additional topics for discussion include revising the fiscal policy to align with County practices and extending the existing Ad Hoc Committee for an additional six months. With Twila leaving the committee, only two members would remain. Commissioner Jonguitud expressed interest in joining the committee.

9. Supervisor Jackie Speier Event – September 17, 2026

- Anna Sawamura and Chair Liana attended a ZOOM meeting with Supervisor Speier’s representatives to plan an event similar to Seniors on the Move, but with a different name and focus. They will forward potential ideas such as finding suitable presenters and topics to bring forward. The event is being scheduled for September 17th from 10:00 a.m. -3:00 p.m. at SMC County Fairgrounds.
- Commission on Aging plans to be a participant. Committee members were invited to come to next meeting and have an opportunity to plan the event. Commissioner Owdom expressed her interest.

10. Review and Approve June 8th General Meeting Agenda

- 2nd Chair Lock moved to approve the agenda, seconded by Chair Liana.
- Motion approved
- Document will be sent out to Commissioners for discussion questions and comments at the General Meeting. Areas of focus is item 15 to confirm what/who they would like to have as presenter.
- Commissioner Jonguitud reminded Committee to add ARFCS checklist action item to the agenda.

11. Presentation/Speakers

- There was a request to look for presenters regarding Vehicle License Fee (VLF) funding or the Intrastate Funding Formula changes to identify opportunities or recommendations. VLF is a county-wide issue and carving out programming funds will impact on the community. Commissioners expressed that it is a fluid item so it will be difficult to find someone.
- Regarding the Interstate Funding Formula, additional advocacy meetings with the CDA are being held. Director Lee Pullen and fiscal managers have been active in keeping up with updated information.
- A majority of municipalities in San Mateo County are projecting fiscal deficits, with Vehicle License Fee currently being withheld by the State. Concerns were raised that reduction to Parks and Recreation senior citizens programs can have significant negative impact on older adults. The



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commission discussed communicating with the Board of Supervisors to emphasize the potential effects on seniors.

- 2nd Vice Chair Lock requested that staff provide an overview of the fiscal situation, including an estimate of potential duration and whether funding issues are expected to be temporary or extend beyond 2023. Many cities and unincorporated areas have unique budgetary needs and constraints. The Commission discussed further researching the issue and are considering a letter be sent to the Board of Supervisors.
- Committee was informed of a public hearing hosted by CDA regarding the intrastate funding formula set for June 4th. Anna Sawamura will send information on how to join the meeting to all commissioners.

12. Discussion on CoA Retreat for 2026

- Commissioner Dependahl, Commissioner Clement, and Commissioner Owdom expressed interest in planning the retreat. Patty also wants to be on planning committee. Members noted that a venue location will need to be identified.

13. Announcements

- Chair Liana presented at Board of Supervisors meeting. Commissioner Dependahl, Commissioner Lee, Anna Sawamura and Lee Pullen attended the presentation, followed by a photo opportunity. Chair Liana thanked those who participated.
- Commissioner Owdom recommended that the CoA not participate in tabling at the Pride event due to insufficient volunteer support. Only two volunteers signed up, while approximately six were needed.

14. Adjournment

- Motion to adjourn the meeting:
 - Moved by Chair Liana
 - Seconded by 2nd Vice Chair Lock
- Meeting adjourned at 12:55 pm