



**Commission on Aging (CoA) - Executive Committee Meeting Minutes**

**Monday, April 3, 2023, 12:00-1:00pm**

Meeting location: Department of Housing, 264 Harbor Boulevard, Building A, Belmont, CA 94002

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

Staff: Anna Sawamura and Suki Ho

Discussion Items	Notes / Discussions / Next Steps
1. Call to Order	Meeting was called to order by Chair Coppock at 12:00 pm.
2. Review and approve April 3 <sup>rd</sup> Exec. Agenda	Commissioner Lee moved to approve with the following edits: <ul style="list-style-type: none"> <li>• Add leave of absence under meeting attendance</li> <li>• Add membership update</li> </ul> Seconded by Commissioner Porter. Motion approved.
3. Review and approve February 27 <sup>th</sup> Exec meeting minutes	Commissioner Lee moved to approve, seconded by Commissioner Porter. Motion approved.
4. Review and approve April 10 <sup>th</sup> General Meeting agenda	Commissioner Porter moved to approve with the following edits: <ul style="list-style-type: none"> <li>• Change from presentation to Annual Report discussion</li> </ul> Seconded by Commissioner Lee. Motion approved.
5. Review and approve March 13 <sup>th</sup> General meeting Minutes	Chair Coppock moved to approve, seconded by Commissioner Lee. Motion approved.
6. Review Committee Notes <ol style="list-style-type: none"> <li>a. Resource Access and Inclusion Committee</li> <li>b. Transportation and Aging in Community Committee</li> <li>c. Middle Income Senior Opportunities Committee</li> </ol>	<b>RAI Committee</b> <ul style="list-style-type: none"> <li>• Discussion on how to get more publicity for COA by posting updates in Facebook.</li> <li>• Will talk more on Help@Home Guides</li> <li>• Decided to drop I&amp;A follow-up work</li> <li>• Chair Coppock suggested to highlight public involvement in report on tabling events and public meetings that Commissioners attend</li> </ul>

	<p><b>TAIC Committee</b></p> <ul style="list-style-type: none"> <li>• Written report was reviewed during the meeting</li> <li>• A summary of activity for the annual report will be submitted</li> </ul> <p><b>MISO Committee</b></p> <ul style="list-style-type: none"> <li>• Intend to do a report/give a public comment to Board of Supervisors regarding long term care services</li> </ul>
7. 2023 Speaker Schedule	<ul style="list-style-type: none"> <li>• April: Area Plan presentation <ul style="list-style-type: none"> <li>○ Suggested to have a working session during the General Meeting</li> <li>○ Anna will provide distribution number of Help@Home Guides</li> <li>○ Need more specifics from TAIC</li> </ul> </li> <li>• May: Transportation Panel</li> <li>• June: Pride Month</li> </ul>
8. Meeting Location Discussion	Keep observing attendance for in-person meetings.
9. Advocacy Discussion	<p>Waiting for work plan updates.</p> <p>Get a date in May as a deadline for work plan submission</p> <p>BOS passed allocation for Measure K. there is a \$500,000 allocation as age friendly resources.</p>
10. Meeting Attendance	<p>Leave of Absence</p> <ul style="list-style-type: none"> <li>• Patty requested a leave of absence</li> </ul>
11. Announcements	In the process of preparing for California Senior Legislature election/appointment.
12. Adjourn	<p>Chair Coppock moved to approve, seconded by Commissioner Porter. Motion approved.</p> <p>Meeting adjourned at 1:08pm.</p>

NEXT CoA EXECUTIVE COMMITTEE MEETING: May 1, 2023

NEXT CoA GENERAL MEETING: April 10, 2023



**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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