



Commission on Aging – Information, Resources and Community Engagement Committee Meeting

Monday, March 10, 2025

Location: 455 County Center, Room 101

Commissioners Present: Arnos, Dependahl, Lee, Owdom

Commissioners excused: Barsi, Giannini

Staff Present: Anna Sawamura, Shawne O’Connell

1. Welcome and Introductions	Chair Lee welcomed committee members at 11:16 a.m.
2. Public Comment	none
3. Revise/Approve March 10, 2025, Agenda	Commissioner Owdom moved to approve the agenda. Commissioner Arnos seconded. The agenda was approved.
4. Revise/Approve February 2025 Committee Minutes	Commissioner Dependahl moved to approve; Commissioner Owdom seconded. Commissioner Barsi abstained. The Minutes were approved.
5. Note Taking Assignment	Commissioner Lee agreed to take notes.
6. Retreat Take Aways	Discussion regarding the events at the retreat and the fact that not all committee work plans had been completed prior to retreat. Discussion on how to structure a follow up to facilitate coordination of committee work plans and avoid overlaps which had not been addressed at the retreat. The Committee recommends that the Executive Committee prepare a detailed outline for the structure of the planned April session. Commissioner Lee will take the request to the Executive Committee.
7. Old Business	<p>a. <u>General Guidelines for representing Commission</u> The document prepared by Commissioner Barsi has been submitted to Ms. Sawamura for presentation to County Counsel for review.</p> <p>b. <u>Tabling</u> – Discussion regarding the need to add an “Outreach” item to the agenda for the General Meeting to give Commissioner Owdom an opportunity to talk about tabling. The Committee requests that the Executive Committee consider a rule that every commissioner is expected to participate in at least one outreach event. Commissioner Lee will take the request to the Executive Committee. Discussion about the fact that no communication was received from the Daily Journal regarding the Ad for the upcoming Senior Showcase in Belmont. Commissioner Lee to follow up.</p> <p>c. <u>Buddy Assignments</u> – Commissioner Dependahl reported on a 5-hour meeting of the Redwood City Senior Affairs Council that she attended. Bruce Utecht is working with Supervisor Canepa on a Fraud/Scams workshop. Commissioner Dependahl suggests that there should be a standard presentation about the work of the CoA that can be used for meetings with</p>

	<p>community representatives. She also suggests that new commissioners be informed that they can request CoA business cards.</p> <p>d. <u>Help at Home Distribution</u> Commissioner Barsi had provided copies of the guidance document she used for the update two years ago. Commissioner Owdom agreed to chair the Ad Hoc Help at Home Update Committee; Commissioner Arnos to also join the committee; Commissioner Barsi agreed to assist. Commissioner Lee will take a request to the Executive Committee to approve this Ad Hoc committee.</p>
8. New Business	<p>a. <u>Goal Setting and Work Plan</u> No discussion</p> <p>b. <u>Identify Presentation Topics</u> No discussion</p>
9. Announcements	<p>There was a question regarding the meeting time for the committee since it is scheduled for only 1 ¼ hour while other committees meet for 1 ½ hours.</p>
10. Adjournment	<p>The meeting was adjourned at 12:32 p.m. The next meeting will be on March 10, 2025, at 11:15 a.m. at 455 County Center Room 101.</p>