

**MEETING MINUTES****Commission on Aging – Information, Resources and Community Engagement
Committee Meeting****Monday, July 14, 2025**

Location: 500 County Center Manzanita Hall

Commissioners Present: Lee, Owdom, Giannini, Nakai

Commissioners excused: Dependahl

Staff Present: Shawne O'Connell, Anna Dyer

Members of the Public: Commissioner Dependahl joining virtually as member of the public

1. Welcome and Introductions	Chair Lee welcomed committee members and members of the public at 11:16 a.m.
2. Public Comment	none
3. Revise/Approve July 14, 2025, Agenda	Chair Lee moved to approve the agenda. Commissioner Giannini seconded. The agenda was approved.
4. Revise/Approve June 2025 Committee Minutes	Chair Lee advised that the Minutes needed to be corrected to reflect the fact that Michael Barber was not present at the meeting. In particular, the first sentence in paragraph 6.b needs to be stricken. With this correction, Commissioner Giannini moved to approve the agenda. Commissioner Owdom seconded. The corrected Minutes were approved.
5. Note Taking Assignment	Chair Lee agreed to take notes.
6. Old Business	<p>a. Help at Home – Commissioner Owdom reported that instructions for updating were sent out on Thursday and that the sign-up sheet was circulated today during the general meeting and yielded many signups. Discussion of various potential additions. Discussion of color and paper weight of the printed booklets. It was emphasized that the color must be consistent and that the paper should be as light as possible. The recent reprint in blue was confusing to consumers and it weighs 20% more than the old edition. Among other things, the increase in weight makes it harder for Commissioners to transport the guides to tabling events. There will be a Zoom meeting organized by the Ad Hoc Committee to get input on the issue of for-profit organizations.</p> <p>b. Tabling – Discussion of tabling fees. Commissioner Owdom stressed that one important reason for tabling is to inform the public about the work of the commission and that handing out the Help at Home guides should ideally be accompanied by a short discussion.</p> <p>c. Buddy Assignments – Discussion of whether the presentations by commissioners about their buddy experiences was an undue burden on Commissioners. Consensus that it is not and decision to have more of these</p>

	types of presentations in the future. Chair Lee reported that there will need to be new assignments given the departures of Commissioners. Discussion about creating buddy relationships with Villages organizations.
7. New Business	<p>a. <u>Work Plan Implementation and Coordination</u> Focus on the Age Friendly Status goal. Chair Lee reported on her email inquiry to Ann Keighran at CAFÉ and the response, which indicates that CAFÉ does not have information about the current status of work done by the cities. Consensus that it will be necessary to have Commissioners make inquiries in their communities about the status of age friendly efforts. Chair Lee will try to provide updated local contacts. Chair Lee reported on her meeting with Heather Cleary of Peninsula Family Service and the inquiry regarding information about intergenerational events. Commissioner Owdom suggested that it would be helpful to have evidence that older adults like to have intergenerational events with young people they do not know. Chair Lee reported about her experience with intergenerational games organized by the San Mateo Age Friendly Coalition. Consensus to look into this further. The Committee decided to change the timelines for the Action Steps regarding intergenerational events and age friendly efforts to March 2026.</p> <p>b. <u>CoA Presentations</u> Discussion about having another Meet and Greet event in early 2026 and decision to recommend such an event to the Executive Committee.</p>
8. Announcements	No announcement
9. Adjournment	The meeting was adjourned at 12:28 p.m. Assignments are bolded. The next meeting will be on September 8, 2025, at 11:15 a.m. at 500 County Center Manzanita Hall.