



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

Information, Resources, and Community Engagement Committee Minutes  
November 10, 2025, 11:15 AM – 12:30 PM

455 County Center Room 101, Redwood City, CA

Members Present: Angela Giannini; Martin Nakai; Deborah Owdom; Twila Dependahl; William (Bill) Lock; Monika Lee

Staff: Anna Sawamura

**1. Welcome and Introductions**

- Members introduced themselves.
- Chair Lee introduced and welcomed William (Bill) Lock.

**2. Public Comment**

- No public comment was offered.

**3. Note Taking Assignment**

- Chair Lee took notes for the meeting.

**4. Approval of Agenda (Action) - November 10<sup>th</sup>**

Motion: Approve the November 10, 2025 agenda.

Moved by Nakai; seconded by Owdom.

Motion passed; Giannini abstained.

**5. Approval of Minutes from October 20<sup>th</sup>**

Motion: Review/Approve October 20, 2025 Minutes.

Moved by Nakai; seconded by Owdom

Motion passed

**6. Old Business**

• **Help at Home**

- Owdom reported progress on reformatting Help@Home. After completing content input, the committee will review existing pamphlets to determine the preferred direction and structure.
- Formatting: Chair Lee and Staff Liaison Sawamura will collaborate on layout and formatting after content input is complete.
- Scope Clarification:
- The guide is a resource directory; it is not intended to provide prescriptive advice on how individuals should or should not age.
- **Tabling:** Estimated cost to table at community events is approximately \$500–\$600 per event; potential scheduling for next year was discussed.

• **Buddy assignments**

Commissioners will serve as “buddies” to make connections with senior centers, nonprofits, and related organizations.

- A phased approach was discussed (initially broader outreach, then narrowing to a smaller set); details and counts were referenced but not finalized.
- Local Age-Friendly Work

Report back noted that 13 cities have action plans. CAFE is supporting cities to create/renew work plans.

- References were made to Redwood City (RWC), North Alameda County, and ADRC; no specific actions were recorded.

**7. New Business:**

- **Work Plan: Amendments, Implementation and Coordination**

- Topics: Amendments, implementation, and coordination.
- Status reports: Discussed generally; no specific motions recorded.

- **CoA Presentations**

- **January Presentation:** The committee discussed proposing a scams/fraud prevention topic for January Commission consideration.
- Related Items Discussed:
  - “Scam Jam” event held December 4 in Foster City as a model or resource.
  - Potential partners/venues referenced (e.g., South San Francisco Library, El Camino corridor).
  - Ideas included “Villages,” buddy-event tie-ins, and an “EDAPT” scams concept; the committee noted the need to submit a formal proposal to the Executive Committee for January.

**8. Announcements**

- No announcements were made.

**9. Adjournment (Action)**

Motion: Adjourn the meeting. Moved by Giannini; seconded by Nakai.

Motion passed.

Meeting adjourned at 12:33pm.

