



**Information, Resources, and Community Engagement Committee Minutes  
February 9, 2026, 11:15 AM – 12:35 PM  
500 County Center, Redwood City, Manzanita Hall**

**Members Present:** Monika Lee; Deborah Owdom; Angela Giannini; Martin Nakai; Twila Dependahl

**Members Excused:** William (Bill) Lock

**Staff:** Anna Sawamura, Harry Guan

**Members of the Public:** Jonathan

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**1. Welcome and Introductions**

- Co-Chair Lee welcomed committee members at 11:20 a.m.

**2. Public Comment**

- No public comment was offered

**3. Note Taking Assignment**

- Co-Chair Lee took notes for the meeting

**4. Approval of Agenda (Action) – February 9, 2026**

Motion: Approve the February 9, 2026 Agenda

Moved by Dependahl, Seconded by Nakai

Motion passed.

**5. Approval of Minutes – January 12, 2026, Committee Minutes (Action)**

Motion: Approve the January 12, 2026 Minutes

Moved by Nakai, Seconded by Lee

Motion passed. Dependahl abstained.

**6. Old Business**

- **Help at Home**
- The update has been completed, and the revised version will be sent to Ms. Sawamura for further handling. The County has a new printing contractor that can provide a quicker turnaround. *Ms. Sawamura will investigate paper weight and cover page colors.* The group emphasized the need for lightweight paper to facilitate the distribution of the guides, particularly at tabling events. A sample copy will be provided to the Committee for approval. Printing of the English version should take place in March.
- Translations to Spanish and Chinese will take longer. It is estimated that Spanish and Chinese versions will be available for the May tabling events.

- It was decided to start distributing the English version when it becomes available.
- **Tabling**
- Commissioner Nakai reported that there will be a lunar New Year's Night Market on February 20 in South San Francisco. He will pick up Help at Home guides to make them available for SSF Parks & Recreation staff to distribute at the event.
- ***Commissioner Owdom volunteered to redesign the Commission tri-fold brochure.***
- **Buddy assignments**
- ***Co-Chair Lee will propose new assignments given the addition of two new commissioners.*** A question was raised whether a different word should be used to describe the relationships with local providers, such as "liaison" or "partner." No decision was made.
- Co-Chair Lee circulated draft guidelines to help Commissioners establish and maintain their buddy relationships. Committee members agree that guidelines will be helpful and will consider making suggestions. A decision on final wording will be made at the next meeting.
- **Work Plan: Amendments, Implementation and Coordination Status reports**
- Co-Chair Lee briefly reviewed the Work Plan with the group. No changes were recommended.

## 7. **New Business**

- **CoA Presentations/New topics**
- ***Commissioner Nakai will confirm availability of the March presenter***
- Discussion of the Loneliness to Light project presented by Sophia Brink at the General Meeting and how the Committee can assist in planning. Discussion of how to reach older adults that are home bound and not connected to any local organization. Suggestion to use Meals on Wheels, Senior Center mailing lists. It was suggested that commissioners should inform their local buddies and propose that local organizations may want to reach out to participate in the project. Suggestion that the IRCE committee coordinate with the Social Isolation and Transportation Committee.
- **Age Friendly Cities Status**
- No discussion

## 8. **Announcements**

- No announcements were made

## 9. **Adjournment**

Motion: Adjourn the meeting

Moved by Dependahl, Seconded by Nakai

The meeting adjourned at 12:35 pm.