



Commission on Aging Resource Access Committee (RAC) Minutes – Draft
 Meeting of June 14, 2021 – Held Virtually Via Zoon due to Pandemic

Commissioners Present: Chair Monika Lee, JoAnne Arnos, Karen Coppock, Angela Giannini, Joan Kilroe. Liz Taylor, Walter Batara and Cherie Querol Moreno. Absent: Patty Clement and Jean Hastie

Public Attendees: None Staff Present: Anna Sawamura

1. Welcome and Introductions	Chair Lee opened the meeting at 11:00. No public attended so no introductions made.
2. Public Comment	None
3. Approve/Revise Today’s Agenda	Commissioner Coppock moved as submitted. Commissioner Batara seconded. Agenda approved as submitted.
4. Approve/Revise Minutes of 5/10/2021	Commissioner Kilroe moved as submitted; Commissioner Querol Moreno seconded; Commissioner Batara abstained. Minutes approved as submitted.
5. Committee Assignments	Commissioner Lee volunteered to take minutes.
6. Identify work of RAC during COVID19	<p><u>Building Relationships effort:</u></p> <ul style="list-style-type: none"> • <u>One-on-One Buddy relationships between Commissioners and City representatives.</u> At the General Meeting there had been a question about guidance on how to structure and implement these Buddy relationships. The Committee discussed various aspects of this, including frequency of contacts, nature of interactions, etc. <ul style="list-style-type: none"> ○ One Commissioner reported on her interactions with San Carlos staff pre-pandemic, which included attending Parks & Rec department meetings, making presentations about CoA, volunteering to assist with food distribution. She suggested Commissioners study the schedules of senior centers and other organizations to identify opportunities for meetings. ○ Another Commissioner reported on her interactions with city representatives, which began with tabling events and grew into helping with lunch distribution and other volunteer efforts ○ A third Commissioner supported both approaches and suggested each Commissioner make a brief introductory contact, advising city representatives of the plan to establish/expand relationships. This could include sharing of CoA/Committee minutes, highlighting of CoA efforts



- Commissioner Lee will prepare some talking points and activity proposals for commissioners who would like guidance in establishing their relationships
- Commissioner Lee inquired of Anna Sawamura whether the Aging and Adult Services monthly meetings with providers regarding re-opening guidelines and procedures could be paired with future CoA building relationship events. Ms. Sawamura advised that the audience and purpose of the AAS meetings would not be compatible with the CoA's efforts
- Commissioner Lee inquired about the on-line version of the Help At Home Guide which is supposed to contain updated information but appears not to be posted on the County website at this time. Ms. Sawamura will research.

Commissioner Vacancy

- The CoA has an open commissioner position. RAC members expressed strong support for advocating for an equitable, diverse Commission.
 - There was a discussion on what could be done to encourage applications from members of underrepresented areas of the County (*e.g.*, East Palo Alto) and underrepresented constituencies.
 - Ms. Sawamura reported on the selection process. She will advise Aging and Adult Services that the Committee wishes to encourage applications from persons that will increase diversity on the Commission.

Review RAC Goals to determine whether revisions, updates, changes should be made

- Commissioners expressed strong support for refreshing the Goals, particularly Goal II
 - Commissioners discussed the origin of Goal II, which reads: "To better serve the community by ensuring that new and current commissioners are competent (have the knowledge, skills, & resources) to fulfill their role."
 - One Commissioner opined that ascertaining commissioner competency is not the job of RAC. She pointed to the extensive Commission on Aging Orientation Checklist that was added to the Orientation Manual to implement Goal II as potentially intimidating to commissioners.
 - Another Commissioner explained the origin of Goal II and the "commissioner buddy system" by which an experienced commissioner is paired with a new commissioner.
 - The Committee's consensus seems to be that the extensive questionnaire and the emphasis on



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

Lisa Mancini
Director

Aging & Adult Services
225 37th Avenue
San Mateo, CA 94403
www.smchealth.org
www.facebook.com/smchealth

	<p>mastering multiple areas of procedures and rules is inappropriate.</p> <ul style="list-style-type: none">• The Committee will continue this discussion and further explore whether changes to the RAC Goals are appropriate.
<p>7. Review assignments from this meeting – who will do what by when</p>	<ul style="list-style-type: none">• Commissioner Lee will prepare draft guidance for One-on-One Buddy relationships with City representatives• Ms. Sawamura will investigate the status of Help At Home updated on-line version• Commissioners Taylor and Querol Moreno will make contacts with East Palo Alto representatives to advise of Commission vacancy and encourage applications
<p>8. Adjournment</p>	<ul style="list-style-type: none">• Adjourned at 12:18 p.m.