



Commission on Aging - Resources, Access & Inclusion Committee Meeting Monday, March 13, 2023 Location: 455 County Center Room 101 Committee Members Present: Lee (Chair), Arnos, Querol-Moreno, Porter, Barsi, Giannini Commissioners Present: no other commissioners were present Staff Present: Anna Sawamura, Cristina Ugaitafa, Preston Merchant Public Present: no members of the public were present	
1. Welcome and Introductions	Chair Lee welcomed committee members at 11:05 a.m.
2. Public Comment	No members of the public were present.
3. Revise/Approve March 13, 2023 Agenda	Commissioner Giannini moved to accept; Commissioner Querol-Moreno seconded. The Agenda was approved as presented.
4. Revise/Approve February 13, 2023 Minutes	After discussion it was agreed that the text of Item (a) of the Work Plan Implementation section be revised and that approval of the Minutes be tabled till the next meeting. The revised Minutes are attached.
5. Communications discussion with Preston Merchant	<p>The committee discussed with Preston Merchant, Communications Officer with San Mateo County Health, how the Communications office can help the CoA interact more effectively with the public. County Health has about 7,000 Twitter and 15,000 Facebook followers. Preston can help with posting on these social media. It was decided that the committee would work with Preston and Anna Sawamura and Cristina Ugaitafa on an initial project of posting information about CoA and committee monthly meetings, particularly the monthly presenters, on social media, with links to the county website.</p> <p>The committee also discussed the Network of Care website with Preston. It was decided that Chair Lee and Cristina Ugaitafa would meet separately with Preston to explore how to proceed with that website, which is operated by a third party under contract with the County.</p>
6. Committee Assignments	Commissioner Lee agreed to take meeting notes.
7. Needs Assessment for AAS Area Plan	This item was tabled pending outcome of the discussions regarding a potential statewide needs assessment.
8. Committee Work Plan Implementation	<p>a. Building Relationships - the Committee discussed and clarified the purpose and scope of the follow up questions arising from the February 2023 A&I event. The committee clarified that the follow up would address two questions: (1) whether, and to what extent, each provider's I&A outreach efforts take into account Diversity, Equity and Inclusion goals, and (2) whether, and to what extent, each provider provides information to the public about services and programs not offered by the provider itself but by third parties, both in response to inquiries and through deliberate outreach.</p> <p>b. The Network of Care issue will await the outcome of the meeting with Preston Merchant.</p> <p>c. Discussion of other information sources was tabled.</p>

	<p>d. The Event Subcommittee submitted a list of additional tabling events and will proceed to try to staff these opportunities. See Attachment. A question was raised regarding a budget for CoA to pay fees for tabling events. Anna Sawamura will make inquiries about this. Anna also will inquire about attendance at committee meetings by Sophia Brink, Supervisor Canepa's aide.</p> <p>e. through i were tabled</p>
9. Reports from Commissioners	There were no reports.
10. Review Assignments from this Meeting	Assignments are bolded in the text.
11. Adjournment	Meeting adjourned at 12:05 p.m. The next meeting of the Committee will be held on April 10 ,2023, at 11:00 a.m. at 455 County Center Room 101.



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

Commission on Aging – Resources, Access & Inclusion Committee (RAIC) Meeting Minutes

Date: Monday, February 13, 2023

Location: Zoom Virtual Meeting

Committee Members Present: Lee (Chair), Arnos, Barsi, Porter, Querol Moreno, Taylor

Commissioners Present: N/A

Staff Present: Anna Sawamura

Public Present: No members of the public were present.

Welcome and Introductions: Chair Lee welcomed committee members at 11:04 a.m.

Public Comment: No members of the public were present.

Revise/Approve February 13, 2023 Agenda - Commissioner Querol-Moreno moved to accept; Commissioner Porter seconded. The Agenda was approved as presented.

Revise/Approve January 9, 2023 Minutes - Commissioner Querol-Moreno moved to accept; Commissioner Porter seconded. The Minutes were approved as presented.

Committee Assignments: Commissioner Porter agreed to take the meeting notes.

Committee Work Plan Implementation

- a. Review of February 2023 I&A event – Commissioners discussed the degree to which requested I&A data was provided by presenters. Commissioners were concerned that data are not being tracked/recorded. A question arose on what data are being reported monthly.

Commissioner Arnos expressed a desire for follow up I&A information not included in the presentations. Commissioners Arnos and Barsi agreed to prepare an email to reach out to the contracted providers to request additional information and circulate it to the committee. The results of Commissioners Arnos' and Barsi's follow up will first be reviewed by RAIC and shared with the Commission as appropriate.

Chair Lee will provide Commissioners Arnos and Barsi with the I&A questions sent to providers to facilitate the follow up process. A thank you will be included in the follow up request.

- b. List of Information – Chair Lee has developed a List of Information sources for review at the March 13 Committee meeting.
- c. Tabling – Commissioners Barsi and Porter will staff the Healthy Aging Response Team (HART) reopening in Daly City on February 16, 2023 from 11 a.m. to 2 p.m.

Commissioner Taylor will staff the Colma Community Fair on July 8, 2023.

Chair Lee requested volunteers to assume the Tabling Lead role. Commissioners Porter and Querol Moreno offered to act as the Events Subcommittee, with Commissioner Querol Moreno providing event updates and Commissioner Porter pursuing Commissioner staffing of events.

Commissioner Arnos questioned what information is being provided at tabling events. She expressed concern that the

CoA may not be visible, often people don't know who we are. Staff member Anna Sawamura responded that we have the Help at Home Guides, and Commission on Aging brochures. Commissioner Arnos questioned if table events are shared with Aging and Adult Services(AAS). Chair Lee advised that we've tabled with AAS and the Villages.

Commissioner Querol Moreno shared that upcoming events are scheduled for May 13 and June 17. She expects tabling events will be more frequent.

It was noted that staffing of tables will depend on the amount of advance notice. All Commission members, including RAIC, can be contacted for tabling availability.

- d. Coordination re dissemination of information with other committees in light of what we learned at I&A events – The committee expressed interest in leveraging the information learned, including opening up additional channels with both the public, and other committees. It was suggested that the buddy relationship might provide an opportunity to communicate and learn more about provider's services.

Long term, sharing this information could be incorporated as a RAIC goal. Commissioners Barsi and Porter expressed interest in coordinating a focused review in the future.

- e. Help at Home Guide – Chair Lee stated that she had been unaware that the [Network of Care](#) website uses source data from the Help at Home Guide. The Committee discussed the need to update the directory more frequently than every 2 years, given the reliance by Network of Care. There was also concern that the English Guides were dated 2022, while the Spanish and Chinese versions were 2022-2023. Stickers were discussed as an option to update the English directories, but the option was rejected.

Newly appointed Commissioners were encouraged to review the directory for style and content. Familiarity with the directory will lay a foundation to participate in future updates.

To date, 2842 directories have been used, including 2400 English, 176 Spanish, and 266 Chinese. We have a commitment to reprint 3-5k more, as needed.

- f. Commission Brochure -At the March in person meeting, an updated Commissioner picture will be taken to be used for brochure reprints. Staff member Anna Sawamura will remind Commissioners in the invite for the March meeting.
- g. Collect information about intergenerational events - Commissioners were encouraged to share any information on intergenerational events. Commissioner Barsi recently learned about Organized Chaos, a group that facilitates such events.

7. Reports from Commissioners – Commissioner Querol Moreno shared that Susan Houston has retired as Director of Peninsula Family Services after 39 years.

Commissioner Arnos shared that Beth Phillips, Pacifica Sr. Service Supervisor is leaving in April. Commissioner Arnos met with Bob Palacio, who is the new Director, Pacifica Park, Beach & Recreation Dept.

8. Review Assignments from this Meeting – Commissioners Barsi and Porter will table the Healthy Aging Response Team (HART) reopening in Daly City on February 16 from 11 a.m. to 2 p.m.

Commissioners Arnos and Barsi will reach out to the contracted providers from whom data was missing.

Commissioners Porter and Querol Moreno will co-lead the Events Subcommittee.

Chair Lee will provide Commissioners Arnos and Barsi with the I&A questions sent to contracted providers to facilitate their follow up.

9. Adjournment -Meeting adjourned at 12:04 p.m. The next meeting of the Committee will be held on March 13, 2023 at 11:00 a.m. at San Mateo County Planning and Building Department, 455 County Center, Room 10, Redwood City, California 94063

date	time	organizer	event, site	contacts or co-tableter info	CaA Rep and Info
7/9/2022	11:00am – 3:00pm	Colma Community Fair			Taylor
8/2/2022		Colma Police Department	National Night Out		Taylor
8/11/2022	11:00 -3:00	Commission on Disability	3d Annual Inclusion Festival, Redwood City	andrew eng, aeng@smcgov.org (650) 713-8659	Taylor
9/16/2022	11:00 - 2:00	CAFÉ	Age Friendly Celebration		no tabling offered
9/23/2022		Daily Journal - Share table with AAS	Senior Showcase at the brand new Burlingame community center	Anna Sawamura	Taylor
10/7/2022	10:00 - 1:00	Redwood City Veterans Memorial	Annual Active Aging Week - 12th Annual - October 3rd through 7th	www.adaptivepevmsc.org; (650) 368-7732 ; Linda Burroughs <kendrixburroughs@icloud.com>	Porter
11/10/2022		Daily Journal - AAS not participating.	Senior Showcase at the William E Walker Recreation center in Foster City	share table with Foster City; Derek Schweigart <dschweigart@fostercity.org> ; 650-286-3390	Lee
1/13/2023		Daily Journal	Senior Showcase Millbrae	shared table wih Mid Peninsula Village	Barsi, Porter
2/16/2023		HART	Health Aging Response Team Re-opening	share table with AAS	Porter, Barsi

4/29/2023	Saturday 11 am – 3 pm	Serramonte Resource Fair, Office of D5 Supe David Canepa	Serramonte Shopping Center Daly City (off Serramonte Blvd.)	Bo Unga: 650-363- 4247 or tunga@smcgov.org Co-tabler Cassie Villar – EDAPT; cvillar@smcgov.org <cvillar@smcgov.org>; (650) 381-4167	Barsi: 11:00-1:30pm TBD-1:30-3:00
5/7/2023	tbd	SMC Behavioral Health Services Spiritual Initiative1	Doelger Center	tbd	
5/7/2023	11 am - PARADE 12nn - 6 pm FESTIVAL - must be fully set up by 10	Comite Latino, City of East Palo Alto	Bell Street Park (between University Ave and Bell St)	2822/CL President Edwin Cuellar 650-690- 4497; Members/Elvira Macias 650-815-	
5/13/2023	Saturday 11 am-3 pm	Daly City Library & Recreation Services	Pacelli Event Center aka Pacelli Auditorium/Stadium on Doelger Center grounds	8013, kparque@dalycity.org <kparque@dalycity.org >;	Barsi; 11:00-3:00
5/21/2023	9 am – 1pm Sunday	StarVista- SMC PAL Police Athletic League	Seal Park – 1901 J Clinton Park, San Mateo	Patricia Dalao patricia.dalao@star- vista.org 650-465-3373	Still pending - tabling for sponsors only. CoA welcome but needs to bring own table-chairs. I asked what "sponsorship" entails. Waiting for reply, also from RAIC chair.
6/10/2023	tbd	SMC BHRS Spiritual Initiative2	Doelger Center	tbd	

6/10/2023	Saturday 11 am - 5 pm	Pride Celebration 2023 - Free to be Me in 2023	San Mateo Central Park	Susan Takalo Booth Planning Co-Chair - 650- 219-9807 - swillstakalo@gmail.co m	
6/17/2023	Saturday 2 – 4 pm	ALLICE Alliance for Community Empowerment	SSF Municipal Svcs Bldg, 33 Arroyo Dr., South SF	Malou Aclan; Malou.aclan@gmail.co m <Malou.aclan@gmail.c	
7/8/2023	Saturday 11 am -2pm	Colma Community Fair	Colma Community Center grounds, 1520 Hillside Blvd, Colma	Angelika Abellana aabellana@colma.ca.or g; (650)985-5682	Liz Taylor erzebettaylor@gmail.com 415-505-6451