

**Contra Costa County Advisory Council on Aging
Membership/Nominating Committee Minutes
Wednesday, February 16, 2022**

Call to Order: Chair Jill Kleiner called the meeting to order at 11:30 am

Present: Jill Kleiner, Erin Partridge, Steve Lipson Jim Donnelly, Nuru Neemuchwalla, Rudy Fernandez

Absent: Jagjit Bhambra

Staff: Anthony Macias

Approval of Today's Agenda: Jim motioned to approve the agenda. Steve seconded the motion. The agenda was approved unanimously.

Approval of January 2022 Minutes: Steve motioned to approve the minutes as written. Jim seconded the motion. The minutes were approved unanimously.

Advisory Council on Aging (ACOA) Quorum/Attendance of ACOA Meetings, Committees & Workgroups

- Quorum met at today's general meeting with 28 members present.
- No current pending membership applications.
- New Members/Buddy Update: Dennis Yee volunteered to be new member, Jody Iorns, Buddy.
- ACOA Orientation update – Anthony to schedule New Member Orientation in March.
- There are two members who have not fulfilled membership requirement of review of the Brown Act and Better Governance video.

Leave of Absence (LOA) requests

- Discussion regarding when and how a member can submit a LOA request.
- Review of Article III, Sect. 3.10 of ACOA Bylaws regarding LOA requests.
- A formal leave of absence can be submitted by email or through LOA form.
- Jill to remind members to request an excused absence when they know they will be absent for meeting(s).

Membership Recruitment Project

- Continuation of discussion of recruitment for members from underrepresented parts of county.
- Reviewed of membership surveys revealed need for more members from West County and Hispanic/Latino members.

Executive Committee Action Items

- LOA requests

Public Comment: None

Adjournment 12:36pm