

**Advisory Council on Aging (ACOA) Executive Committee  
Minutes for March 2, 2022 meeting**

**Call to Order:** James Donnelly, ACOA President, called the meeting to order at 9:32am.

Present: Jim Donnelly, Kevin Donovan, Jennifer Doran, Jill Kleiner, Shirley Krohn, Steve Lipson,  
Gerald Richards

Absent: Dennis Yee, Mary Bruns

Staff: Ana Bagtas, Jenny Lam, Anthony Macias

**Approval of Agenda/Minutes**

- Adoption of Today's Agenda: Shirley made a motion to approve the agenda. Gerald seconded the motion. The agenda was approved unanimously.
- Adoption of February 2022 Minutes: Jennifer made a motion to approve the minutes. Gerald seconded the motion. The minutes were approved unanimously as amended.

**Area Agency on Aging (AAA) Program Report:** Ana Bagtas

- Public Hearing on the Area Plan Update (APU) fiscal year 2022-23 being held at the March 16 meeting of the ACOA. The Public Hearing provides opportunities to give input and feedback on the APU. A draft of the APU will be posted on the AAA website on Monday March 7. The Board of Supervisors will approve prior to May 1 submission to the California Department of Aging (CDA).
- Request for Proposal (RFP) for IIIB services was announced on February 25 and deadline to submit proposals is March 30.
- Implementing the Master Plan for Aging in California Together (IMPACT) steering committee will be meeting on March 11 and will be establishing subcommittees. There will likely be a kick-off meeting to recruit membership to these committees.

**President's Report:** James Donnelly

- November 17, 2022 date confirmed for Master Plan for Aging Local Playbook Forum at Pleasant Hill community center.
- Jim is concerned about low member participation in the Housing and Transportation workgroups.

**Committee Reports:**

- Membership Committee: Jill Kleiner
  - The Family and Health Services Committee (FHS) of the Board of Supervisors (BOS) met on February 28 and will be sending two ACOA Member-at-large and two Alternate seats for BOS approval.
  - Our recruiting efforts for member from District 1 continue.
  - The City of El Cerrito is in the process of filling their vacant seat on the Council.
- Planning Committee: Kevin Donovan
  - Ana provided the committee with the draft of the AAA 2022-23 Area Plan Update.
  - Ana also discussed the Request for Proposal (RFP) process and she has asked for volunteers from the committee to review submitted proposals.
  - In April, the committee will receive training on Monitoring Visits.

- Health Workgroup: Jennifer Doran
  - Workgroup is finalizing the development of the Long-term-care informational brochure.
  - Workgroup is looking for presenters for its upcoming meetings.
  
- Housing Workgroup: Gerry Richards –
  - The next workgroup meeting will be on March 21 and there is no presenter scheduled at this time.
  
- Legislative Advocacy Workgroup: Shirley Krohn
  - California Senior Legislature (CSL) has formed a committee about the digital divide amongst its members.
  - Shirley made a presentation to the El Cerrito Senior Commission about the CSL.
  
- Senior Mobility Action Council (Transportation Workgroup): Mary Bruns
  - Tim Haile, Executive Director of the Contra Costa Transportation Authority, will presented at the February workgroup meeting.
  - John Cunningham, Planner, CCC Department of Conservation and Development, and Debbie Toth, Choice in Aging, will be presenting Development of Transportation Advocacy Plan at the March meeting.
  
- Technology Workgroup: Steve Lipson
  - No report this month.

**Consent Item:** Kevin made a motion to approve leave-of-absence (LOA) requests for Arthur Kee and Sutter Selleck. Shirley seconded the motion. The motion was approved unanimously.

**ACOA 2022 presentations**

- March – AAA 2022-23 Area Plan Update Public Hearing
- April – Digital Divide - Steve Lipson
- May – Older Americans Month
- June – Elder Abuse Awareness Month

**Public Comment:** Shirley announce that Senior Rally Day on May 3,200 and will virtual again this year.

**Next Meeting:** Wednesday, April 6, 2022

**The meeting adjourned at 11:25 am.**