



# CONTRA COSTA COUNTY

## AGENDA - PUBLISHED

### Advisory Council on Aging

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**Tuesday, August 5, 2025**

**10:00 AM**

**400 Ellinwood Way, Pleasant Hill,  
Room 303 (Third Floor)**

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#### **Planning Committee**

**Link:** | [https://cccouny-us.zoom.us/webinar/register/WN\\_mTj0GIRtQAandZcEImQuiw](https://cccouny-us.zoom.us/webinar/register/WN_mTj0GIRtQAandZcEImQuiw) |

**PUBLIC ACCESS INSTRUCTIONS:** The public may attend this meeting in person at the above location. The public also may attend this meeting remotely via Zoom or call-in. Login information and call-in information is provided above. Remote attendance of this meeting is being held at the following locations: 28 Orinda Way, Orinda, CA 94563

10:00 Roll Call and Introductions

Approval of June 2025 Minutes

PL6.3.25DRAFTminutes

[25-3054](#)

**Attachments:** [PL6.3.25DRAFTminutes](#)

10:10 Updates from Area Agency on Aging – Alicia Espinoza  
West County RFP  
Renewal Status  
Age-Friendly Campaign  
Webinar Transitions and Room Changes

10:40 Discuss Planning Committee/ I&A Focus Group Revisit Updates  
Feedback from Concord (Monument Crisis Center) 6/26 presentation  
Future potential sites  
Future potential topics

11:00 Break

11:10 Consider starting CBO site visits  
Goals  
Framework  
Timing

11:40 Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two minutes).

The next meeting is currently scheduled for September 2, 2025

12:00 Adjourn

The Committee will provide reasonable accommodations for persons with disabilities planning to attend the Committee meetings. Contact the staff person listed below at least 72 hours before the meeting. Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Committee less than 96 hours prior to that meeting are available for public inspection at 300 Ellinwood Way, Pleasant Hill during normal business hours. If the Zoom connection malfunctions for any reason, the meeting may be paused while a fix is attempted. If the connection is not reestablished, the committee will continue the meeting in person without remote access. Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

For Additional Information Contact: Cristina Ugaitafa at 925 655-0775 or [cugaitafa@ehsd.cccounty.us](mailto:cugaitafa@ehsd.cccounty.us)



# CONTRA COSTA COUNTY

1025 ESCOBAR STREET  
MARTINEZ, CA 94553

## Staff Report

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**File #:** 25-3054

**Agenda Date:** 8/5/2025

**Agenda #:**

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# CONTRA COSTA COUNTY

## Committee Meeting Minutes - Draft

### Advisory Council on Aging

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Tuesday, June 3, 2025

10:00 AM

400 Ellinwood Way, Pleasant Hill, CA  
Room 303 (Third Floor)

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#### Planning Committee

**Zoom Link:** [https://cccounty-us.zoom.us/j/81196217695?](https://cccounty-us.zoom.us/j/81196217695?pwd=cxbNevZZws04C7OrQKi8yvsvfCtosp6.1)

**pwd=cxbNevZZws04C7OrQKi8yvsvfCtosp6.1 | Meeting ID: 811 9621 7695 | Password: 195200 |**

**Dial-In: 214 765 0478 or 888 278 0254 | Code: 32877987**

**PUBLIC ACCESS INSTRUCTIONS:** The public may attend this meeting in person at the above location. The public also may attend this meeting remotely via Zoom or call-in. Login information and call-in information is provided above. Remote attendance of this meeting is being held at the following locations: 28 Orinda Way, Orinda; 1280 Civic Drive, Suite 206, Walnut Creek.

10:00 Welcome and Announcement and Roll Call - Jill Kleiner

<b>Present</b>	Kevin Donovan, Deborah Card, James Donnelly, Candace Evans, Jill Kleiner, Richard Morisky, and Dennis Yee
<b>Absent</b>	Chalo Buckman

10:05 Approve May 2025 Draft Minutes

<b>Motion:</b>	<b>Donnelly</b>
<b>Second:</b>	<b>Yee</b>
<b>Aye:</b>	<b>Donovan, Card, Donnelly, Evans, Kleiner, Morisky, and Yee</b>
<b>Absent:</b>	<b>Buckman</b>
<b>Result:</b>	<b>Passed</b>

PL.05.06.25DraftMinutes

**Attachments:** [PL.05.06.25DraftMinutes](#)

## 10:10 Updates from Area Agency on Aging - Alicia Espinoza

## Senior Nutrition RFPs -

Concluded review. Award letters have gone out to Trio and Meals on Wheels Diablo Region  
Need authorization from CDA for a for-profit entity for Trio before making public announcement

West County is not covered since bids didn't come in for that region- will release an RFP for C1 and C2 by the end of June

Need continuity of services- reached out to Richmond Community District and WCCMOW- will award a sole source RFP for six months to extend contracts

Current providers- one thought they had submitted and hadn't and the other missed RFP due to an oversight

If there's only one respondent for C1 and C2, could review internally

Expect a three-month ramp up for a new vendor that would be anticipated to start in January

Question posed about how to support organizations that need assistance with RFPs

## Age-Friendly Campaign -

Purchase orders with County Council

Will submit another one for iHeart Radio

Marketing will include digital billboards and radio

## ACOA Website -

Will discuss Jill's model that includes annual presentation at Exec Meeting- included goals

Will need to decide if goals are included because these would need to be edited yearly

## Contracting FY 25-26 -

Update that OAA programs will be under Administration for Children Families and Community  
Cut to Nutrition Service Incentive Program (NSIP) for nutrition

Staff have started contracting process with providers

Monitoring to move to being internal with staff due to concern with Personal Health Information

In lieu of assisting with monitoring, suggest ACOA could conduct quarterly visits to providers –  
will discuss at next meeting if Planning Committee would want to plan visits and also discuss whether visits open to full ACOA

Preparing for March CDA visit

For next Area Plan Update, remove/change objective regarding ACOA assistance with contract monitoring

## 10:40 Status of Budget tracking - Tracy Murray

Shared OAA Area Plan Budget Display for FY 25-26 to compare to FY 24-25 to see the difference in allocations, Modernization Funding for the Older Californians Act (MOCA), Measure X funding, and allocations by provider

Cuts in meal program of \$1.5 million

Tracy will be back in December for budgetary update

## 11:00 Break

## 11:10 Discuss Planning Committee I&amp;A Focus Group Revisit Updates -

Concord (Monument Crisis Center) - Scheduled for June 26th at 10:30 am, Monument Crisis Center presentation

Jill to set up a time to meet with Marilyn to go over the script

Ask from Monument staff to attend Senior Moments, but hasn't responded to emails at to what was expected for outreach on June 5th

Kevin would like to attend (all ACOA members are welcome to attend)

Flyer out in Supervisor Burgis and Supervisor Anderson weekly newsletters and June Kinship calendar to EHSD staff

Potential future sites -

West County (Laotian translation needed) – due to translation difficulties, will not go back to this site at present

Oakley- was a focus group site that used the mini-guide for resources

Jim suggested reaching out to Oakley and Brentwood to ask how many people attend the site

Miraflores Apartments-during the focus group had stated they wanted more information about service

Future Potential sites -

West County (Laotian translation needed) – due to translation difficulties, will not go back to this site at present

Oakley- was a focus group site that used the mini-guide for resources

Jim suggested reaching out to Oakley and Brentwood to ask how many people attend the site

Miraflores Apartments-during the focus group had stated they wanted more information about service

What about other topics for future community meetings?

Can look at the focus group feedback at next meeting

Can attend areas where ACOA city representative seats are vacant

Pre-COVID there were more presentations in the community-Jim can mention this to Exec

Good way to engage the community before the next public hearing

Jim and Debbie Toth have discussed the possibility of having a conference

Focus Group Flyer

**Attachments:**

[AAA FocusGroup\\_March2025\\_DIGITAL\\_Eng\\_r1](#)

## 11:40 Public Comment

Save the Date: Older Americans Act 60th Birthday Party will be at Los Medanos College in Pittsburg, July 14, 2:00-4:00 pm Keynote speaker is Susan DeMarois, Director of California Department of Aging

## 11:50 No meeting scheduled for July 2025.

Next meeting is scheduled for August 5, 2025 from 10:00 am - 12:00 pm.

## 12:00 Adjourn. Meeting adjourned at 11:50 am

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**HOW TO PROVIDE PUBLIC COMMENT:** Persons who wish to address the Advisory Council on Aging during public comment on matters within the jurisdiction of the Advisory Council on Aging that are not on the agenda, or who wish to comment with respect to an item on the agenda may comment in person, via Zoom, or via call-in. Those participating in person should speak when called upon by the chair. Those participating via Zoom should indicate they wish to speak by using the “raise your hand” feature in the Zoom app. Those calling in should indicate they wish to speak by pushing \* 9 on their phone. All public comments will be limited to 2 minutes per speaker.

Public comment may be submitted via electronic mail on agenda items at least one full workday prior to the published meeting time at email [cugaitafa@ehsd.cccounty.us](mailto:cugaitafa@ehsd.cccounty.us) or by voice at (925) 655-0775. Comments submitted by email or voice mail will be included in the record of the meeting but will not be read or played aloud during the meeting.

For Additional Information Contact: [cugaitafa@ehsd.cccounty.us](mailto:cugaitafa@ehsd.cccounty.us) or by voice mail at 925 655-0775.