



## AGENDA

### CONTRA COSTA COUNTY Advisory Council on Aging

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Wednesday, September 17, 2025

12:15 PM

500 Ellinwood Way, Pleasant Hill, CA  
Corner Conference Room

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Membership/Nominating Committee  
<https://cccouny-us.zoom.us/j/89149743965>

#### PUBLIC ACCESS AND PUBLIC COMMENT INSTRUCTIONS:

The public may attend this meeting in person at the above location. The public may also attend this meeting remotely via webinar. Login information is provided above.

12:15 Welcome – Jill Kleiner, interim Membership Chair

Approval of August 2025 Minutes

Membership 08.20.25 Draft Minutes

[25-3958](#)

**Attachments:** [Membership 08.20.25 Draft Minutes](#)

12:20 Nominating Committee Update on Slate of Council Officers – Kathryn Monroy Dexter

12:30 ACOA Interview: Ruthanne Williams

Williams, Ruthanne (ACOA) [D1] Redacted

[25-3757](#)

**Attachments:** [Williams, Ruthanne \(ACOA\) \[D1\] Redacted](#)

12:50 Discuss ACOA Interview Candidate

1:00 ACOA Interview: Al Guzman

Guzman, Al (ACOA) {D2}\_Redacted

[25-3758](#)

**Attachments:** [Guzman, Al \(ACOA\) {D2}\\_Redacted](#)

1:20 Discuss ACOA Interview Candidate

- 1:30 ACOA Quorum /Attendance of ACOA Meetings, Committees & Workgroups
- ACOA Quorum
  - Attendance Tracker
  - Resignations
  - Leave of Absence (LOA) Requests
  - Membership Requirements Update (Brown Act, Ethics Training, and new Implicit Bias)
  - Buddy Program Updates
  - Orientation Update/Tracker
  - Filling Vacant Seats

1:45 Executive Committee Action Items

1:50 Public Comment

Next Meeting: October 15, 2025, from 12:15 – 2:00pm

2:00 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 500 Ellinwood Way, Pleasant Hill during normal business hours. Staff reports related to items on the agenda are also accessible online at [www.contracosta.ca.gov](http://www.contracosta.ca.gov). 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:

Jenny Lam at 925 655-0773 or [jlam@ehsd.cccounty.us](mailto:jlam@ehsd.cccounty.us)



# CONTRA COSTA COUNTY

1025 ESCOBAR STREET  
MARTINEZ, CA 94553

## Staff Report

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**File #:** 25-3958

**Agenda Date:** 9/18/2025

**Agenda #:**

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# CONTRA COSTA COUNTY

## Committee Meeting Minutes - Draft

### Advisory Council on Aging

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Wednesday, August 20, 2025

12:15 PM

500 Ellinwood Way, Pleasant Hill, CA  
Corner Conference Room,

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#### Membership/Nominating Committees

[https://cccouny-us.zoom.us/webinar/register/WN\\_R\\_89-d-rT5ut\\_HVk6E5DfQ](https://cccouny-us.zoom.us/webinar/register/WN_R_89-d-rT5ut_HVk6E5DfQ)

#### PUBLIC ACCESS AND PUBLIC COMMENT INSTRUCTIONS:

The public may attend this meeting in person at the above location. The public also may attend this meeting remotely via webinar. Login information is provided above.

12:15 Call to Order: Jill Kleiner called the meeting to order at 12:18 p.m.

**Present** Roger Boaz, Jill Kleiner, Thomas Lang, Kathryn Monroy-Dexter,  
Richard Morisky, Lorna Van Ackeren, and Michael Wener

**Absent** Denise Kalm

Approve June 2025 Draft Minutes

[25-3332](#)

**Attachments:** [Mem.06.18.25ADraftMinutes](#)

**Motion:** Lang

**Second:** Monroy-Dexter

**Aye:** Boaz, Kleiner, Lang, Monroy-Dexter, Morisky, Van Ackeren,  
and Wener

**Absent:** Kalm

**Result:** Passed

12:20 Welcome Nominating Committee Members

Nominating Committee members welcomed (Present: Roger Boaz, Kathryn Monroy Dexter, Thomas Lang and Mike Wiener)

12:25 Instructions on Nomination Process for Council Officers

Nominating Officers cannot serve more than two terms consecutively. Kathryn Monroy Dexter volunteered to be the Nominating Committee Chair and will follow-up with the Nominating Committee.

Jill made motion to approve Mike Wiener as Vice President of ACOA for the remainder of 2025. Motion was unanimously passed with roll call vote and will be added to the Executive Committee consent items.

Kathryn Monroy Dexter, Chair of Nominating Committee, will announce slate of officers for approval at the ACOA General Meeting in October. Officers will be voted into their roles during December ACOA meeting.

Jenny to provide roster with phone numbers and ACOA member assignments to Kathryn to coordinate with Nominating Committee Members.

DRAFT

## 12:40 ACOA Quorum/Attendance of ACOA Meetings, Committees &amp; Workgroups

## ACOA Quorum:

30 ACOA members were present, and quorum was established

## Attendance Tracker

Candance Evans 4 absences - Lorna to notify ACOA member

Nikki Lopez 3 absences - Lorna to notify ACOA member

## Resignations

Francisco Benavides – Town of Moraga (effective 8/31/2025)

## Leave of Absence (LOA) Requests

Terri Tobey: October 2025

Steven Freshman: September 2025

Sam Sakai Miller: September through December 2025

## Membership Requirements Update (Brown Act, Ethics Training, and new Implicit Bias)

Dixie is currently tracking the required trainings and will email ACOA members regarding trainings that have expired.

## Buddy Program Updates

Need buddies for the new members

Indy Sekhon: Crockett, CA

Deborah Wiener: Alamo, CA

Holly Frates: Pleasant Hill, CA

Steven Freshman: Danville, CA

Cesar Court: Brentwood, CA

## Filling Vacant Seats

Vacant City Seats:

City of Pittsburg

City of San Pablo

City of San Ramon

City of Clayton

City of Antioch

City of Pinole

Vacant Member at Large (MAL) Seats:

MAL #9

Lorna made motion to recommend Holly Frates be promoted from Alternate to Member at Large #9 seat. The motion was unanimously passed with roll call vote.

- 12:50 ACOA Interview: Janet Jule  
Candidate rescinded her application
- 1:20 ACOA Interview: Gerard, La Londe-Berg  
Interviewed ACOA candidate  
Interested in the following Workgroups: Housing, Technology, Health and Elder Abuse Prevention
- 1:40 ACOA Candidate(s) Discussion  
Discussed Interview candidate
- 1:50 Executive Committee Action Items  
Terri Tobey October 2025 LOA  
Steven Freshman September 2025 LOA  
Sam Sakai Miller September through December 2025 LOA  
Michael Wener Vice President remainder 2025  
Teresa Wright Alt #4  
Holly Frates MAL #9  
Gerry La-Londe Berg Alt #3
- 1:55 Public Comment - None
- 2:00 The meeting was adjourned at 1:45 p.m.



# CONTRA COSTA COUNTY

1025 ESCOBAR STREET  
MARTINEZ, CA 94553

## Staff Report

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**File #:** 25-3757

**Agenda Date:** 9/17/2025

**Agenda #:**

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# Contra Costa County

Please return completed applications to:

Clerk of the Board of Supervisors

1025 Escobar Street, 1st Floor

Martinez, CA 94553

or email to: ClerkofTheBoard@cob.cccounty.us

## BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

First Name

Last Name

Home Address - Street

City

Zip Code

Phone (best number to reach you)

Email

Resident of Supervisorial District:

### EDUCATION

Check appropriate box if you possess one of the following:

High School Diploma

CA High School Proficiency Certificate

G.E.D. Certificate

Colleges or Universities Attended	Course of Study/Major	Degree Awarded	
		<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Other Training Completed:

Board, Committee or Commission Name

Seat Name

Have you ever attended a meeting of the advisory board for which you are applying?

No

Yes

If yes, how many?

Please explain why you would like to serve on this particular board, committee, or commission.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

I am including my resume with this application:

Please check one:

Yes

No

I would like to be considered for appointment to other advisory bodies for which I may be qualified.

Please check one:

Yes

No

**Are you currently or have you ever been appointed to a Contra Costa County advisory board?**

Please check one:  Yes  No

**List any volunteer and community experience, including any boards on which you have served.**

**Do you have a familial relationship with a member of the Board of Supervisors?** (Please refer to the relationships listed below or Resolution no. 2011/55)

Please check one:  Yes  No

If Yes, please identify the nature of the relationship:

**Do you have any financial relationships with the county, such as grants, contracts, or other economic relationships?**

Please check one:  Yes  No

If Yes, please identify the nature of the relationship:

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publicly accessible. I understand and agree that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Submit this application to:** ClerkofTheBoard@cob.cccounty.us **OR** Clerk of the Board of Supervisors  
1025 Escobar Street, 1st Floor  
Martinez, CA 94553

*Questions about this application? Contact the Clerk of the Board at (925) 655-2000 or by email at ClerkofTheBoard@cob.cccounty.us*

**Important Information**

1. This application and any attachments you provide to it is a public document and is subject to the California Public Records Act (CA Government Code §6250-6270).
2. All members of appointed bodies are required to take the advisory body training provided by Contra Costa County.
3. Members of certain boards, commissions, and committees may be required to: 1) file a Statement of Economic Interest Form also known as a Form 700, and 2) complete the State Ethics Training Course as required by AB 1234.
4. Meetings may be held in various locations and some locations may not be accessible by public transportation.
5. Meeting dates and times are subject to change and may occur up to two (2) days per month.
6. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.
7. As indicated in Board Resolution 2011/55, a person will not be eligible for appointment if he/she is related to a Board of Supervisors member in any of the following relationships: mother, father, son, daughter, brother, sister, grandmother, grandfather, grandson, granddaughter, great-grandfather, great-grandmother, aunt, uncle, nephew, niece, great-grandson, great-granddaughter, first-cousin, husband, wife, father-in-law, mother-in-law, daughter-in-law, stepson, stepdaughter, sister-in-law, brother-in-law, spouse's grandmother, spouse's grandfather, spouse's granddaughter, and spouses' grandson, registered domestic partner, relatives of a registered domestic partner as listed above.
8. A person will not be eligible to serve if the person shares a financial interest as defined in Government Code §87103 with a Board of Supervisors Member.



# CONTRA COSTA COUNTY

1025 ESCOBAR STREET  
MARTINEZ, CA 94553

## Staff Report

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**File #:** 25-3758

**Agenda Date:** 9/17/2025

**Agenda #:**

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# Contra Costa County

**Print Form**

Please return completed applications to:  
Clerk of the Board of Supervisors  
1025 Escobar Street, 1st Floor  
Martinez, CA 94553  
or email to: ClerkofTheBoard@cob.cccounty.us

## BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

**First Name** Albert (AI) **Middle Initial** J. **Last Name** Guzman

**Home Address - Street** [Redacted] **City** [Redacted] **State** CA **Postal Code** [Redacted]

**Primary Phone (best number to reach you)** [Redacted] **Email Address** [Redacted]

**Resident of Supervisorial District (if out of County, please enter N/A):** 2 **District Locator Tool**

**Do you work in Contra Costa County?**  Yes  No **If Yes, in which District do you work?** [ ]

**Current Employer** Retired **Job Title** Law Enforcement Executive **Length of Employment** 42 years

**How long have you lived or worked in Contra Costa County?** 40 years

**Board, Committee, or Commission** Advisory Council on Aging **Seat Name** Advisory Council Member

**Have you ever attended a meeting of the advisory board for which you are applying?**  
Please check one:  Yes  No **If Yes, how many?** 0

### EDUCATION

Check appropriate box if you possess one of the following:

High School Diploma  CA High School Proficiency Certificate  G.E.D. Certificate

Colleges or Universities Attended	Degree Type/ Course of Study/Major	Degree Awarded
CSUEB	BS Admin.of Justice	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
UCSD	Engineering- Fed. & Cal OSHA	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No

**Occupational Licenses Completed:** CA POST Executive Certificate, USDL, & CA OSHA Enforcement

**Other Trainings Completed:** LE State & Fed Training Programs  Yes  No  
Fed & State OSHA Compliance  Yes  No

**Do you have any obligations that might affect your attendance at scheduled meetings?**  Yes  No  
If Yes, please explain: [ ]

**Would you like to be considered for appointment to other advisory bodies for which you may be qualified?**  Yes  No

**Are you a veteran of the U.S. Armed Forces?**  Yes  No

Please explain why you would like to serve on this particular board, committee, or commission.

Being a Senior Citizen with a great deal of work and life experience, I can provide valuable information and insight on developing, implementing, and evaluating successful social programs.

My concern for the well being of all residents in the community has always been a guiding premise of my work and personal life.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume).

Executive Management Experience in City and County Government

Development of Award Winning Social Service Programs for the Office of the United States Attorney General, the Governor of California, and the National League of All American Cities.

I am including my resume with this application:

Please check one:  Yes  No

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

Please check one:  Yes  No

If Yes, please list the Contra Costa County advisory board(s) on which you are currently serving:

[Empty text box for current advisory boards]

If Yes, please also list the Contra Costa County advisory board(s) on which you have previously served:

City of Danville's Incorporation Police Department Development Advisory Council

List any volunteer and community experience, including any boards on which you have served.

Director, CCCSO Environmental Health Safety and Risk Management Program  
President of Alameda County Police Chiefs and Sheriff Association  
Numerous other Alameda County Community Boards and Organizations  
Town of Danville's City Incorporation into Contra Costa County 1982

Do you have a familial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section on page 3 of this application or Resolution No. 2021/234).

Please check one:  Yes  No

If Yes, please identify the nature of the relationship: [Empty text box]

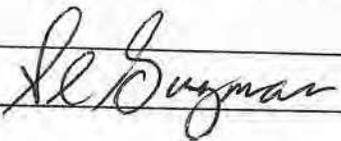
Do you have any financial relationships with the county, such as grants, contracts, or other economic relationships?

Please check one:  Yes  No

If Yes, please identify the nature of the relationship: [Empty text box]

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Signed:



Date: 9/1/25

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