



AGENDA

CONTRA COSTA COUNTY Advisory Council on Aging

Tuesday, October 7, 2025

10:00 AM

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

Planning Committee

<https://cccouny-us.zoom.us/j/81809281017>

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. ACOA members will also be participating from the following locations: 28 Orinda Way, Orinda, CA. 94563

10:00 Welcome, Announcements, Roll call – Jill Kleiner

Approval of September 2025 Minutes

Planning 09-02-25 DRAFT Minutes REVISED

25-4247

Attachments: Planning 09-02-25 DRAFT Minutes REVISED

10:10 Updates from Area Agency on Aging – Alicia Espinoza

- West County RFP outcomes
- Age Friendly Campaign Update

10:40 Discuss Planning Committee/I&A Focus Group Revisit Updates

- Future potential sites – updates on scheduling for Danville & Oakley
- Future potential topics – status of Medicaid updates

11:00 Break

11:10 Status of CBO site visits

- First site visit: Choice in Aging on October 22nd and October 30th from 11-12
- Future site visits: review list of AAA funded CBOs

AAA Provider Listing

[25-4028](#)

Attachments: [AAA Provider Listing](#)

11:20 Finalize Annual Report – Planning Committee Section

Draft annual report - planning committee 092625

[25-4029](#)

Attachments: [Draft annual report - planning committee 092625](#)

11:35 Discuss advocating at Contra Costa County Community Impact Fund Town Hall Meetings

11:50 Public Comment

Next Meeting: December 2, 2025, from 10:00 am – 12:00 pm

(Please note the Planning Committee does not meet in November)

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 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. 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



CONTRA COSTA COUNTY

Staff Report

1025 ESCOBAR STREET
MARTINEZ, CA 94553

File #: 25-4247

Agenda Date: 10/9/2025

Agenda #:



CONTRA COSTA COUNTY

Committee Meeting Minutes - Draft

Advisory Council on Aging

Tuesday, September 2, 2025

10:00 AM

500 Ellinwood Way, Pleasant Hill CA
Corner Conference Room (First Floor)

Planning Committee

<https://cccouny-us.zoom.us/j/81809281017>

PUBLIC ACCESS AND PUBLIC COMMENT INSTRUCTIONS:

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10:00 Welcome, Announcements, Roll call – Jill Kleiner

Call to Order: Jill Kleiner called the meeting to order at 10:05 a.m.

Present

Chalo Buckman, Deborah Card, Kevin Donovan, Jill Kleiner,
Richard Morisky, Candace Evans, and Dennis Yee

Approval of August 2025 Minutes

Motion:

Donovan

Second:

Yee

Aye:

Buckman, Card, Donovan, Kleiner, Morisky, Evans, and Yee

Result:

Passed

PL8.5.25DRAFTminutes

[25-3463](#)

Attachments:

[PL8.5.25DRAFTminutes](#)

10:10 Updates from Area Agency on Aging – Alicia Espinoza

West County RFP

- Received two proposals
- Alicia could send RFPs for review on the 16th
- 9/19 all day, 9/22 2:00-4:00 pm, 9/23- 10:00 am-1:00 pm open dates for panel, if needed
- Two hours scheduled but may not need the two hours
- Dennis, Kevin, Chalo, Jill, and Candace open on the 23rd

Staff utilization of mini-guides

- Discussions with IHSS and APS Manager- staff take out the guides, but will explore the process further to see if they can be added
- Debbie- suggested moving to County Health next

Prevalent I&A resources

- Top needs for callers are home care, elder abuse, caregiver resources followed by insurance, housing, case management, legal services, transportation, food resources (Alicia to send list to Cristina Ugaitafa)

10:40 Discussion

- ACOA member trainings
- Dixie will be taking over the handling of the trainings
- Certificate couldn't be saved online- needed to be printed

10:40 Focus Group Revisits/Other Site Visit Update

Danville and Oakley as potential sites update

- Kevin has a meeting set up for September 15th (No Place to Call Home presentation) and will ask about potentially having focus group meeting at Danville
- Chalo- Oakley Studio 55 is open to a mini-guide presentation (Tuesday or Wednesday) to be scheduled with Adrian by Cristina in coordination with Nhang presenting (ask about lunch process) and Chalo as facilitator
 - > Debbie is open to attending for lunch, but would like clarification about the process

Other topics- Medicaid on hold until we know when changes will take place

- Tailor to each site

Distribution of mini-guides by EHSD isn't established- Alicia can follow up on this discussion

- Health Services
- Look at what work is already happening to see if mini-guide distribution can be added

11:00 Break

11:10 Quarterly CBO Site Visits

Choice in Aging

- Debbie has given three dates October 22nd from 11:00 am-12:00 pm, 27th from 10:30-11:30 am, 30th from 11:00 am-12:00 pm (open dates with no ACOA meetings)
- Sign-ups would be available at Advisory Council on Aging next general meeting
- Jill to ask Debbie what is the maximum number of people that can visit
- Ask CIA to cover status of funding for affordable senior living facility and new classroom facility
- Debrief after the visit before scheduling another site visit
- Parking is limited

Kevin and Nhang, through Housing Committee, were introduced to Trinity Center in Walnut Creek serving unhoused and unstably housed older adults. Kevin suggested Trinity Center as a potential future site visit

- Debbie stated concerns in the past about the community feeling like they needed to remain invisible and hopes this has changed

Jill would like list of organizations funded by AAA for next Planning meeting (Alicia and Cristina)

11:20 Draft Annual Report

- Each committee has a page
- Report needs to be finalized by November 15th, approved at General ACOA meeting
- Reviewing early- have three meetings to work on report
- Are all the other committee reports based on a calendar year? Alicia to check.

Draft Annual Report Planning Committee 08.22.25

[25-3464](#)

Attachments: [Draft Annual Report Planning Committee 08.22.25](#)

11:40 Advocate at CCC Community Impact Fund Town Halls

Kevin described the Town Halls by Supervisory District for \$1 million each

- Discussed mobilizing ACOA to advocate and for older adults needs and make Supervisors aware of cuts
- Do we know when cuts are coming and which providers might need support?
- Contra Costa Senior Legal Services is underfunded, based on report of local county review
- Talking points for ACOA members can be developed
- Alicia can send the survey along with list of town hall dates to all ACOA members

11:50 Public Comment

- San Ramon live resource fair
- Block Party Update

Next Meeting: October 7, 2025, from 10:00 am – 12:00 pm

12:00 Adjourn – Meeting adjourned at 11:56 am

For Additional Information Contact: Cristina Ugaitafa at 925 655-0775 or cugaitafa@ehsd.cccounty.us

DRAFT



CONTRA COSTA COUNTY

Staff Report

1025 ESCOBAR STREET
MARTINEZ, CA 94553

File #: 25-4028

Agenda Date: 10/7/2025

Agenda #:

Agency	Service	OAA	MOCA	Measure X
Measure X only contract				
West Contra Costa County Adult Education	Outreach			X
West Contra Costa County Adult Education	Community Education			X
Supportive Services IIIB				
Direct Service- Information & Assistance	Information	X	X	N/A
RTZ	Database	X	N/A	N/A
Contra Costa Senior Legal Services	Legal	X	X	X
Mobility Matters	Assisted Transportation	X	X	X
Choice in Aging	Adult Day Care/Adult Day Health	X	X	X
Meals on Wheels Diablo Region	Telephone	X	X	N/A
Meals on Wheels Diablo Region	Visiting	X	X	N/A
AAA Direct Elderly Nutrition Program	Congregate Meals			
Community Housing Dev. Corp - N. Richmond	Congregate Meals	X	N/A	N/A
Meals on Wheels Diablo Region	Congregate Meals	X	N/A	N/A
Trio	Congregate Meals	X	N/A	N/A
ENP- HDM				
J-Sei	Home Delivered	X	X	N/A
Meals on Wheels Diablo Region	Home Delivered	X	X	X
Meals on Wheels West Contra Costa	Home Delivered	X	X	X
Trio	Home Delivered	X	X	X
Disease Prevention/Health Promotion				
Meals on Wheels Diablo Region		X	X	X
Family Caregiver Support/Older Relative Caregiver*				
Alzheimer's Association	FCSP	X	N/A	X
Choice in Aging	FCSP	X	N/A	X
Family Caregiver Alliance	FCSP	X	X	X
Jewish Family & Community Svcs	FCSP	X	X	X
Meals on Wheels Diablo Region	FCSP	X	N/A	N/A
Pacific Clinics*	FCSP	X	N/A	X
Contracted Service	Ombudsman			
Empowered Aging	Ombudsman	X	0	X
Contracted Service- Legal Services	Elder Abuse			
Contra Costa Senior Legal Services	Elder Abuse	X	X	0



CONTRA COSTA COUNTY

Staff Report

1025 ESCOBAR STREET
MARTINEZ, CA 94553

File #: 25-4029

Agenda Date: 10/7/2025

Agenda #:

PLANNING COMMITTEE REPORT

January – December 2025

Planning Committee Roster

- Chalo Buckman
- Debbie Card
- Kevin Donovan
- Candace Evans
- Jill Kleiner (Chair)
- Dick Morisky
- Dennis Yee

EHSD staff members Tracy Murray, Alicia Espinoza, and Cristina Ugaitafa strongly supported the Committee throughout 2025.

Committee's Role

The Committee has three primary roles:

- Work with the Area Agency on Aging (AAA) staff and the Advisory Council on Aging (ACOA) Committees to develop and provide an annual review and updates of the four-year Area Plan for Contra Costa County.
- Participate in the Request for Proposals (RFP) review process.
- Provides support to the AAA as requested.

Accomplishments

- Provided input for the 2025 update of the Area Plan for 2024-2028.
- Reviewed proposals for Organizational Capacity Building and Senior Nutrition Services.
- Facilitated 4 onsite community presentations led by Nhang Luong on accessing county resources.
- Determined approach for community-based organizations (CBO) site visits, since AAA ceased support request for monitoring of contractors.

2026 Work Plan

- Facilitate at least two onsite educational community presentations on topics of interest (e.g. Medicaid updates).
- Review and provide comments on the Annual Area Plan update for the March Public Hearing.
- Support the AAA with RFP processes.
- Coordinate at least two CBO site visits to enhance ACOA members' understanding of services provided in Contra Costa County.
- Provide support to the AAA as requested.

Jill Kleiner

Planning Committee Chair