



CONTRA COSTA COUNTY

Committee Meeting Minutes - Draft

Advisory Council on Aging

Tuesday, June 3, 2025

10:00 AM

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

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

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

10:05 Approve May 2025 Draft Minutes

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

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&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

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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

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 400 Ellinwood Way, Pleasant Hill, Attn: Cristina Ugaitafa during normal business hours.

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 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 or by voice mail at 925 655-0775.