



# CONTRA COSTA COUNTY

## Committee Meeting Minutes - Draft

### Advisory Council on Aging

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Wednesday, May 20, 2026

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. The public may attend this meeting in person at the above location.

12:15 Welcome – Kathryn Monroy Dexter, Membership Chair

Call to Order: Kathryn Monroy Dexter called the meeting to order at 12:22 p.m.

|                |   |
|----------------|---|
| <b>Present</b> | Jill Kleiner, Thomas Lang, Kathryn Monroy-Dexter, and Lorna Van Ackeren |
| <b>Absent</b>  | Deborah Wiener  |

12:18 Approval of April 2026 Minutes

Correction Faith's name was misspelled

|                |  |
|----------------|--|
| <b>Motion:</b> | <b>Lang</b>  |
| <b>Second:</b> | <b>Kleiner</b>                                       |
| <b>Aye:</b>    | <b>Kleiner, Lang, Monroy-Dexter, and Van Ackeren</b> |
| <b>Absent:</b> | <b>Wiener</b>  |

**Result:** **Passed**

Membership Committee Meeting Minutes 04-15-26

**26-2095**

12:20 Advisory Council on Aging (ACOA) Quorum /Attendance of ACOA Meetings, Committees & Workgroups

- ACOA Quorum:
  - 24 ACOA members were present, and quorum was established
- Attendance Tracker
  - Members with two or more absences discussed.
- Resignations
  - Candace Evans – City of Orinda Representative
    - o Notify City of resignation
  - Shirley Khron – Member at Large (MAL) #2
    - o Jenny to process resignation
    - o Membership Committee to determine which Alternate member to promote to MAL #2
- Leave of Absence (LOA) Requests
  - Michael Wener: 5/20/2026
  - Sarah Green: Third Wednesdays May – Third Wednesdays October 2026
- Membership Requirements Update (Brown Act, Ethics Training, and new Implicit Bias)
  - Dixie to follow up with members with expired trainings:
    - o Roger Boaz
    - o Carol Kehoe
- Buddy Program Updates
  - Susan Wright: Marilyn Fowler
  - Teresa Wright: Kathry Monroy Dexter
  - Sean Barry: Kathryn to assign buddy
  - Faith Gaither Davis: Kathryn to assign buddy

ACOA members who have been members for a year can become buddies to new ACOA members. Discussed possibility of expanding buddy pool. Review New Buddy Program during next meeting to see if any revisions need to be made.

Encourage and develop new members to become ACOA leaders.

- Orientation Update/Tracker
  - Members who need New Member Orientation:
    - o Susan Wright
    - o Sean Barry
    - o Faith Gaither Davis
  - Quarterly orientation for new members
    - o Coordinate scheduling with Tracy and Dixie
  - In person orientation preferable
  - Schedule orientation after ACOA meeting

- Filling Vacant Seats
  - City Seats
    - o Antioch: Faith Gaither Davis approved by Board of Supervisors (BOS) on 4/27/26
      - New Member Welcome Email sent
    - o Richmond: Byran Harris' application submitted to Family Human Services Committee for approval
      - o City of Pinole: Vacant
      - o City of San Pablo: Vacant
        - Tom to follow up regarding possible candidate
      - o City of San Ramon: Vacant
      - o City Walnut Creek: Vacant
      - o City of Clayton: Vacant
      - o City of Orinda: Pending vacancy – requires BOS' approval to vacate seat

Lorna to possibly present to Senior Centers to recruit members of the ACOA for vacant city seats: Walnut Creek, Clayton, San Ramon, Orinda

Jenny to check with waitlisted individuals to see if they're still interested in becoming an ACOA member.

#### 12:30 ACOA Alternate Membership Document

Membership Committee members discussed and revised the Alternate Membership document.

ACOA Alternate Membership

[26-2096](#)

#### 1:50 Consent Items

None

#### 1:55 Executive Committee Action Items

Leave of Absence (LOA) Requests

- Michael Wener: 5/20/2026
- Sarah Green: Third Wednesdays May – Third Wednesdays October 2026

Alternate Membership Document

#### 1:57 Public Comments

- #### 1:58 Items for next meeting:
- Revise New Member Buddy Program Document
  - Fill MAL #2 seat

Next Membership Committee Meeting:  
- Wednesday, June 17, 2026 12:15pm – 2:00pm

2:00 Adjourn

For Additional Information Contact:  
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