



# CONTRA COSTA COUNTY

## Committee Meeting Minutes - Draft

### Advisory Council on Aging

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Wednesday, March 11, 2026

1:30 PM

500 Ellinwood Way, Pleasant Hill, CA.  
Classroom

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#### Technology Committee

<https://cccouny-us.zoom.us/j/82609095818>

#### 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: 3060 El Cerrito Plaza #504 El Cerrito, CA 94530 | 46 Greenfield Dr., Moraga | 311 Calle la Mesa, Moraga

1:30 Open meeting: Steve Lipson

#### Roll Call

- Roll call was conducted and 6 members qualified to be counted toward a quorum. Therefore, a quorum was established.

#### Present

Steven Freshman, Carol Kehoe, Jill Kleiner, Steve Lipson, Susan Wright, and Teresa Wright

#### Late

Gerry LaLonde-Berg, and Sharon Sakai-Miller

1:35 Member Introductions

- Members and guests introduced themselves.

1:40 Approve minutes from January 14, 2026 meeting.

- No minutes from February 2026 meeting due to cancellation.

#### Motion:

**Kehoe**

#### Second:

**Freshman**

#### Aye:

**Freshman, Kehoe, Kleiner, Lipson, Sakai-Miller, Wright, and Wright**

#### Abstain:

**LaLonde-Berg**

#### Result:

**Passed**

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1:45 Public Comment

- None

- 1:50 Tech/AI Corner: /Gemini 3 - NotebookLM updates
- Steve updated the Committee on Notebook LM abilities and will provide more detail later in the meeting.
- 2:00 CCC Website - Assessment/Report + cocoelders411.net
- Updates to County website are in process. Hopefully it will be ready to share at next Executive Committee meeting.
  - Steve Lipson/Sam informed the Committee about the history/status of the Cocoelders411.net site. Steve Freshman offered to assist Sam in marketing the site.
- 2:15 CSL Update SB 971, upcoming legislative offerings
- Steve Lipson updated the committee on the status of SB 971 Older Adult Education through Public Health which is working through the state legislature. First hearing will be March 25, 2026.
- 2:25 Break
- 2:35 AI: Policies and Statement of Purpose
- The Committee will research AI tools and provide information to ACOA.
- 2:45 Deeper Dive: Notebook LM and Uses in the ACOA
- Steve demonstrated Notebook LM slide deck option.
- 3:25 Items for next meeting:
- Wednesday, April 8, 2026, 1:30-3:30 pm
- 3:30 Adjourn
- The meeting was adjourned at 3:33 pm.

For Additional Information Contact:

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