



Meeting Minutes - Draft

CONTRA COSTA COUNTY Advisory Council on Aging

Wednesday, May 6, 2026

10:00 AM

500 Ellinwood Way, Pleasant Hill, CA.
Ice Breaker Room

Executive Committee

<https://cccounty-us.zoom.us/j/85300066691>

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.

10:00 Call to Order, Roll Call, Introductions – Jill Kleiner, President
- called the meeting to order at 10:00am.

Present Kevin Donovan, Jill Kleiner, Steve Lipson, Kathryn
Monroy-Dexter, and Michael Wener

Excused Candace Evans, and Michelle Hayes

Absent Shirley Krohn, and Lorna Van Ackeren

10:05 Approval of April 2026 Minutes Meeting

approved

Motion: Lipson

Second: Donovan

Aye: Donovan, Kleiner, Lipson, Monroy-Dexter, and Wener

Absent: Krohn, and Van Ackeren

Result: Passed

[26-1844](#)

Attachments: [Executive Committee Meeting Minutes 04-01-26.pdf](#)

10:10 Area Agency on Aging Report – Tracy Murray, AAA Director

General Updates

- An update was provided on recruitment for the Area Agency on Aging (AAA) Manager position. A strong candidate had been identified; however, the candidate ultimately withdrew.
- The current recruitment cycle will close without a selected candidate, and the County plans to pause briefly before determining next steps for recruitment.

CDA 2030 Future Readying

- The group discussed the California Department of Aging (CDA) 2030 Future Readiness initiative, which aims to help Area Agencies on Aging (AAAs) respond to changing community needs. Proposed updates include establishing a core suite of required services for all AAAs, including case management services, which are already included in Contra Costa County's current IIIB RFP.
- Members reviewed proposed changes to AAA designation and oversight, including prioritizing counties in AAA designation decisions and expanding the conditions under which AAA status could be revoked. Concerns were raised regarding the broad scope of the proposal, lack of hearing requirements, and potential impacts on nonprofit AAAs and service continuity.
- The group also discussed proposed revisions to the Intrastate Funding Formula (IFF), including adjustments to funding factors that could significantly reduce funding for larger counties such as Contra Costa. Members noted that public comments are currently being accepted by email.
- Additional discussion focused on the proposed requirement that AAAs expend at least ninety percent (90%) of Older Americans Act funding annually to remain eligible for one-time-only (OTO) funding, with concerns raised regarding the impact of invoicing and reimbursement delays on compliance.

[26-1857](#)

Attachments:

[Revocation Language.pdf](#)

[Public Comments – Revocation Status.pdf](#)

[CDA - Opportunity for Public Participation on Changes to the IFF.p](#)

[IFF Factor Update Summary by County.pdf](#)

[What is Intrastate Funding Formula.pdf](#)

10:35 President's Report – Jill Kleiner

General updates

- Jill Kleiner shared general updates, including that May is recognized as Older Americans Month in California, with this year's theme being "Champion Your Health." A proclamation is scheduled to be presented at the upcoming Board of Supervisors meeting.
- Jill shared a request from Matt Hulse regarding the fiftieth (50th) anniversary celebration for Contra Costa Senior Legal Services, which will take place in September. In addition to the Elder Justice Award, the organization plans to recognize outstanding seniors and is requesting nominations from ACOA members. Jim Donnelly and Shirley Krohn were mentioned as potential nominees as well as others.
- Members were reminded that Senior Rally Day is scheduled for May 6 and Legislative Day for May 7.
- Jill also discussed planning for future ACOA officer elections, noting that Kevin has indicated that he will not seek the presidency in 2027. The nominating committee is expected to contact members in August, and an informational meeting will be announced at the May General Meeting for members interested in learning more about officer roles and responsibilities.

Website updates

- Jenny distributed an email outlining proposed website updates related to the new look and feel, and Jill Kleiner summarized the proposed changes for the committee.
- Members discussed accessibility improvements and noted that, although state deadlines for ADA website compliance have been postponed, improving accessibility remains a priority given the population served by ACOA.
- The committee reviewed suggested revisions submitted by committee chairs and discussed that additional changes could continue to be made after launch if needed.
- The Executive Committee expressed readiness to move forward with publishing the updated website based on the revisions reviewed.

Roles and Responsibilities updates

- The committee reviewed updates to the Roles and Responsibilities documents, and no additional revisions were proposed.
- The updated documents will be included for consideration at the May Membership Meeting.

ACOA Accomplishments for Outreach Presentation

- The committee reviewed accomplishments submitted by committee chairs for inclusion in the outreach presentation and discussed the need to simplify and shorten the content for presentation purposes.
- Members discussed limiting slides to accomplishment titles only, with additional details provided through speaker notes to avoid overcrowding slides. Topics discussed included SB 707, outreach presentations, strengthening recruitment efforts, and Bay Area digital inclusion initiatives.
- The presentation is intended to highlight key action items and accomplishments completed by the Council.
- Jill Kleiner and Thomas will work together to further condense the presentation bullet points for the slide deck.

[26-1845](#)

Attachments:

[ACOA Website Updated Feedback.pdf](#)

[ACOA Committees Roles Responsibilities Draft.pdf](#)

[Accomplishments for Outreach.pdf](#)

[ACOA Outreach Presentation Draft.pdf](#)

11:00 Break

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11:10 Committee Reports

Membership – Kathryn Monroy-Dexter

- The meeting was facilitated by Thomas Lang in Kathryn Monroy-Dexter’s absence.
- Membership reported that scheduling is underway for individuals interested in MAL positions, with a current waitlist in place; applications continue to be received and interviews are being scheduled.
- Thomas Lang also conducted an outreach presentation to the City of San Pablo.

Planning – Jill Kleiner

- The Planning Committee reviewed the CDA Future Readiness initiative and related updates.
- Members discussed the IIIB RFP panel review process, noting that several ACOA members volunteered to participate in proposal evaluations.
- The committee received a presentation from EHSD Navigators regarding their outreach efforts.
- Future agenda items may include a presentation from Medi-Cal program representatives, as well as potential collaboration with Workforce Services to support Medi-Cal outreach and education.
- The group discussed the use of updated heat maps showing concentrations of Medi-Cal enrollees, most recently updated by EHSD in February 2026, to support targeted outreach efforts.
- It was also noted that a site visit to MOWDR is scheduled for May 22.

Housing – Kevin Donovan

- Jennifer Cannon, Senior Emergency Planning Coordinator with the Contra Costa County Office of the Sheriff, Office of Emergency Services, presented on emergency preparedness.
- She shared an organizational overview outlining the various agencies and partners involved in emergency planning and response, highlighting the breadth of coordination across the system.
- Upcoming agenda items include a Justice in Aging presentation on HR1 impacts on state and county systems and affordable housing, followed by a June update from Joseph Villarreal and a Richmond representative discussing homeowners associations (HOAs) and their impacts on seniors.

Health and Elder Abuse Prevention – Dr. Mike Wener

- Mary Blundberg from the Contra Costa County District Attorney’s Office, serving as lead attorney for elder abuse, provided a presentation on health and elder abuse prevention efforts.
- It was noted that a presenter tracking system has been developed for senior facilities, along with a contact log covering approximately five to six (5–6) senior centers and associated outreach contacts.
- A new speaker vetting strategy was discussed, including a standardized review document, which will be shared with Jill Kleiner and Tracy Murray.
- The next meeting will feature a workshop-style presentation by Dr. Mike Wener on Advance Health Care Directives, including an instructional walkthrough designed to support participants in completing the document or understanding how to do so independently.

Legislative – Steve Lipson

- Steve Lipson reported that SB 971 (“Health Aging Community Partnerships Program”) has passed unanimously through the Human Services Committee, following prior approval in the

Health Committee.

- The bill would support partnerships among Area Agencies on Aging (AAAs), schools, libraries, community centers, and other entities to expand educational and supportive programs for older adults.
- The bill is expected to proceed to the Senate floor and, if approved, move to the Assembly. It is anticipated to be piloted in either Orange County or Contra Costa County and does not include dedicated funding.

Technology – Steve Lipson

- Steve Lipson provided an update on recent AI developments, including new model releases such as Gemini 3, and discussed opportunities for sharing information on how these tools may be relevant to older adults.
- The group discussed how emerging AI technologies intersect with policy considerations and how AI tools might be appropriately incorporated into future work.
- It was noted that the Legislative Council currently does not permit the use of AI-generated content and discourages submission of materials created with AI assistance.

Transportation – Jim Donnelly

- Haleema Bharoocha-Jobe provided a presentation on the Accessibility Advisory Committee (AAC) and its travel training program, including opportunities for coordination with SMAC.
- The group discussed how AAC and SMAC can better complement one another, with AAC primarily serving a more structured, report-based function and SMAC positioned as a more interactive and open forum for discussion.
- A new representative from Tri Delta Transit attended the meeting. Attendance was noted as low among both ACOA members and county transportation providers.
- Candace Evans announced she will be stepping down from her role as Transportation Chair as well as resigning from the ACOA, and Jim Donnelly indicated he will serve in an interim capacity through the end of the calendar year with a focus on rebuilding and strengthening SMAC engagement.

11:40 Consent Items

Leave of Absence Requests:

- Deborah Wiener: 8/19/2026, 10/21/2026
- Kathryn Monroy-Dexter: 4/15/2026
- Michelle Hayes: 5/1/2026 – 5/31/2026
- Candace Evans: 3/1/2026-7/31/2026

approved

Motion: Donovan

Second: Wener

Aye: Donovan, Kleiner, Lipson, Monroy-Dexter, and Wener

Absent: Krohn, and Van Ackeren

Result: Passed

11:45 Public Comment

- It was noted that Mike and Thomas will be absent from the June Executive Meeting and will instead provide a brief written update to Jill Kleiner via email.
- Lorna will provide a brief history of CSL at the General Meeting. Additionally, each of the three (3) CSL applicants will give a brief one- to two-minute (1–2 minute) statement introducing themselves and their qualifications.

11:59 Next Meeting

- Wednesday, June 3rd, 2026, 10:00 a.m. – 12:00 p.m.

12:00 Adjournment

- The meeting adjourned at 11:49 am

For Additional Information Contact:

- Thomas Weisbrich at 925 655-0776 or tweisbrich@ehsd.cccounty.us

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