



CONTRA COSTA COUNTY

Committee Meeting Minutes - Draft

Advisory Council on Aging

Wednesday, September 17, 2025

12:15 PM

500 Ellinwood Way, Pleasant Hill, CA
Corner Conference Room

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.

12:15 Welcome – Jill Kleiner, interim Membership Chair

Call to Order: Jill Kleiner called the meeting to order at 12:18 p.m.

Present	Denise Kalm, Jill Kleiner, Thomas Lang, Kathryn Monroy-Dexter, Lorna Van Ackeren, and Michael Wener
Absent	Roger Boaz

Approval of August 2025 Minutes

Amend August minutes to remove “failed” action.

Membership 08.20.25 Draft Minutes

[25-3958](#)

Attachments: [Membership 08.20.25 Draft Minutes](#)

Motion: Wener

Second: Monroy-Dexter

Aye: Kalm, Kleiner, Lang, Monroy-Dexter, Van Ackeren, and Wener

Absent: Boaz

Result: Passed

12:20 Nominating Committee Update on Slate of Council Officers – Kathryn Monroy Dexter

Recruitment efforts are ongoing for slate of council officers. There are interested parties for the following roles: President, Vice President, Secretary/Treasurer. Nominations will be announced at the October General Advisory Council on Aging meeting. Prior to votes being cast at the December General meeting, each interested party will give a brief 1-2 minute speech on their background and qualifications for office.

12:30 ACOA Interview: Ruthanne Williams
Candidate rescheduled interview to October 15, 2025

Williams, Ruthanne (ACOA) [D1] Redacted

[25-3757](#)

Attachments: [Williams, Ruthanne \(ACOA\) \[D1\] Redacted](#)

12:50 Discuss ACOA Interview Candidate
Candidate rescheduled interview to October 15, 2025

1:00 ACOA Interview: Al Guzman
ACOA Candidate interviewed

Guzman, Al (ACOA) {D2}_Redacted

[25-3758](#)

Attachments: [Guzman, Al \(ACOA\) {D2}_Redacted](#)

1:20 Discuss ACOA Interview Candidate
ACOA Candidate discussed

1:30 ACOA Quorum /Attendance of ACOA Meetings, Committees & Workgroups

- ACOA Quorum

28 ACOA members were present, and quorum was established

- Attendance Tracker

Nikki Lopez 3 absences

Lorna to notify ACOA member

- Resignations

None at this time

- Leave of Absence (LOA) Requests

Candace Evans – August 2025

- Membership Requirements Update (Brown Act, Ethics Training, and new Implicit Bias)

All trainings are current.

- Buddy Program Updates

Buddies will be needed for all new members once they are approved by the Board of Supervisors (BOS)

- Orientation Update/Tracker

All new members attended orientation.

- Filling Vacant Seats

Pending approval

> City of Pittsburg: Sonja Wright, submitted to Family Human Services Committee for approval. BOS approval required thereafter.

> City of Clayton: Sheila Driscoll, submitted to Family Human Services Committee for approval. BOS approval required thereafter.

> City of Antioch: Interested party applied to be the ACOA City of Antioch Representative. Currently pending City's appointment. Jenny to continue following up regarding status of appointment.

> City of Pinole: Zee Handoush awaiting appointment from City of Pinole. City Clerk will notify Jenny once Zee is officially appointed by the City.

> Town of Moraga: Susan Wright, Town of Moraga will interview candidate and consider appointment. Town Clerk will notify Jenny once Susan is officially appointed by Town Council.

> Member at Large (MAL) #9: Holly Frates, currently serving as Alternate #3. Will be promoted to MAL #9 and will resign as Alternate #3 representative. Submitted to Family

Human Services Committee for approval. BOS approval required thereafter.

> Alternate #3: Gerry La Londe-Berg: Submitted to Family Human Services Committee for approval. BOS approval required thereafter.

> Alternate #4: Teresa Wright (Yanmei): Submitted to Family Human Services Committee for approval. BOS approval required thereafter.

Vacant Seats

> City of San Pablo

> Cit of San Ramon

1:45 Executive Committee Action Items
Candace Evans – August 2025 Leave of Absence

1:50 Public Comment
None

Next Meeting: October 15, 2025, from 12:15 – 2:00pm

2:00 Adjourn: The meeting was adjourned at 1:30 p.m.

For Additional Information Contact:
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