



CONTRA COSTA COUNTY

Committee Meeting Minutes - Draft

Advisory Council on Aging

Wednesday, January 15, 2025

12:15 PM

500 Ellinwood Way, Pleasant Hill,
Board Room A/B

Membership/Nominating Committees

<https://cccounty-us.zoom.us/j/85009915454?pwd=hS0LRSLQqLVGQbw3pADyrqwCU6iTUr.1> |
Password: 881258 | Dial-In: (214) 765-0478 | Code: 698779 | Meeting ID: 885 4774 0619 |

PUBLIC ACCESS INSTRUCTIONS:

The public may attend this meeting in person at the posted locations. The public also may attend this meeting remotely via Zoom or call-in. Login information and call-in information is provided above.

12:15 Welcome - Julie Ortega, Membership Chair and Logan Robertson Membership Co-Chair - Meeting was called to order at 12:15 pm.

12:17 Roll Call and Introductions

Present James Donnelly, Julie Ortega, and Logan Robertson

12:20 Approval of October 2024 Minutes

**A motion was made by Robertson, seconded by Donnelly, that this item be approved.
The motion carried by a unanimous vote.**

Motion: Robertson

Second: Donnelly

October 2024 Draft Minutes

[25-149](#)

Attachments: [Mem.10.16.24DraftMinutes](#)

12:25 ACOA Quorum/Attendance of ACOA Meetings, Committees & Workgroups

ACOA Quorum:

26 ACOA members were present, and quorum was established.

Attendance Tracker:

Members with three or more absences were discussed for calendar year 2024.

Jim will contact Eric Britz regarding absences for 2024.

Resignations:

None at this time.

Leave of Absence (LOA) Requests:

None at this time.

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

Members with outstanding training discussed.

Buddy Program Updates:

Kathryn Monroy Dexter – Marilyn Fowler

Alan Goldhammer – Jill Kleiner

Filling Vacant Seats:

City Vacancies:

Pittsburg, San Pablo, San Ramon, Oakley, Clayton, Antioch; Alternate 2, Alternate 3, MAL #4, MAL #8, MAL #12.

ACOA New Member Buddy Program Assignments

[25-150](#)

Attachments:

[ACOA New Member Buddy Program Assignments](#)

12:45 Membership Committee Annual Report

Membership/Nominating Committee Report

[25-151](#)

Attachments:

[Membership Committee Annual Report](#)

1:00 ACOA Interview Questions Revision:

Interview questions reviewed and revised.

Interview Question Revisions

[25-152](#)

Attachments:

[General Questions for All Membership Candidates Rev 12.30.2024](#)

1:20 New Member Orientation Update:

Thursday, January 30, 2025 at 1 pm - 3 pm

Jim, Julie and Logan to connect with Alicia to discuss logistics of orientation

Items for next meeting:

Outreach Strategies on Recruitment of Members

New Member Orientation Debrief

1:30 Executive Committee Action Items:

None.

1:50 Public Comment:
None.

2:00 Adjourn: Meeting adjourned at 1:15 pm.

The Council will provide reasonable accommodations for persons with disabilities planning to attend the Council 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 Council less than 96 hours prior to that meeting are available for public inspection at 500 Ellinwood, Pleasant Hill, attention Jenny Lam during normal business hours. Staff reports related to items on the agenda are also accessible online at www.contracosta.ca.gov.

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 Council 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. For assistance with remote access contact: 925 655-0773.

Public comment may be submitted via electronic mail on agenda items at least one full workday prior to the published meeting time at email at jlam@ehsd.cccounty.us or by voice mail at 925 655-0773. 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: jlam@ehsd.cccounty.us or by voice mail at 925 655-0773