



CONTRA COSTA COUNTY

Committee Meeting Minutes - Draft

Advisory Council on Aging

Wednesday, March 19, 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: 850 0991 5454

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 Co-Chair

Julie Ortega and Logan Robertson called the meeting to order at 12:26 pm.

12:20 Introductions

Roll Call

Present James Donnelly, Kathryn Monroy-Dexter, Julie Ortega, and
Thomas Lang

Absent Logan Robertson

12:22 Approve February 2025 Draft Minutes

Mem02.19.25DraftMinutes

[25-928](#)

Attachments: [Mem02.19.25DraftMinutes](#)

Motion: Donnelly

Second: Ortega

Aye: Donnelly, and Ortega

Absent: Robertson

Abstain: Monroy-Dexter, and Lang

Result: Passed

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

ACOA Quorum

25 ACOA members were present, and quorum was established.

Attendance Tracker

Attendance discussed.

Resignations

None at this time.

Leave of Absence (LOA) Requests

Cate Burkhart through 6/30/2025.

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

Members with outstanding training discussed.

Lorna Van Ackeren - Ethic & Implicit Bias due.

Buddy Program Updates

Sarah Green - City of Hercules Rep

Filling Vacant Seats

Pending Approval

Appointment - Sharon Maxwell, MAL #8: Needs Executive, ACOA, FHS, BOS

Vacant City Seats:

City of Pittsburg

City of San Pablo

City of San Ramon

City of Clayton

City of Antioch

City of Brentwood

Vacant MAL Seats:

Member at Large #12

Vacant Alternate Seats:

Alternate #1

Alternate #2

Alternate #3

Alternate #4

12:30 ACOA Interview Candidate: Brock Dubbels

Brock Dubbels interviewed.

B. Dubbels Application

[25-929](#)

Attachments: [Dubbels Brock \(ACOA\) 03.03.25 D4 Redacted](#)

12:50 ACOA Candidate Discussion:

Recommend the appointment of Brock Dubbels to Member at Large #12 Seat

Motion: Donnelly

Second: Lang

Aye: Donnelly, Monroy-Dexter, Ortega, and Lang

Absent: Robertson

Result: Passed

1:00 Rossmoor Outreach Debrief

Good turnout at the event.

1:20 Internal Outreach for Members

Membership Caucusing during ACOA meeting. New members recruited for each district.

1:40 General Interview Questions for ACOA Candidates

Deferred to next meeting.

Membership Questions

[25-930](#)

Attachments: [General Questions for All Membership Candidates](#)

1:55 Public Comment:.

Next meeting is scheduled for April 16, 2025 at 12:15 pm - 2:00 pm.

Items for next meeting:

ACOA Brochure Revamp

Clarification on how Membership Committee outreach

Committee Assignments for ACOA Members

General Interview Questions for ACOA Candidates

Public Comment: None.

2:00 Adjourn:

Meeting was adjourned at 1:04 pm.

The Committee will provide reasonable accommodations for persons with disabilities planning to attend the Committee 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 Committee 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 Committee on Aging during public comment on matters within the jurisdiction of the Committee 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