

MEMBERSHIP/NOMINATING COMMITTEE REPORT *January – December 2024*

Membership Committee Roster (Includes Nominating Committee Roster)

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|------------------------------|--------------|---------------------------------|
| • Debbie Card | District V | Nominating Committee |
| • Jim Donnelly | District II | Membership Committee |
| • Carol Kehoe | District I | Nominating Committee |
| • Jill Kleiner | District II | Membership Committee |
| • Niki Lopez | District III | Membership/Nominating Committee |
| • Richard Morisky | District II | Nominating Committee |
| • Julie A. Ortega (Co-Chair) | District II | Membership/Nominating Committee |
| • Logan Robertson (Co-Chair) | District IV | Membership/Nominating Committee |

EHSD staff member Jenny Lam and Jennifer Gomes-Figueira strongly supported the Committee throughout 2024.

Committee's Role

To recruit and select Contra Costa County residents to serve as members on the Advisory Council on Aging. Conduct ten monthly meetings per year to review membership requirements, attendance, and recruitment activities. Form a Nominating Committee to prepare a slate of 2024 officer candidates for consideration. Assign and maintain a list of mentors for new members.

Accomplishments

We began the year with a strong focus on recruitment and refreshing our processes. This included updating our orientation training materials to better support new members. A new welcome package was developed, featuring an updated "Welcome to Membership" letter, and revised interview questions to improve the onboarding experience. Regardless of challenges from resignations and ongoing vacancies, we maintained a quorum based on a full 40-seat count. We only failed to meet a quorum once, during the October 2024 meeting. Through these obstacles, the council demonstrated resilience, showing consistent dedication and adaptability during this transitional period. This year, the Membership Committee successfully welcomed ten new members across various Member-at-Large (MAL) and local city seats. The Committee updated interview questions to better clarify the responsibilities associated with membership. District 1 representation within Contra Costa County has improved, though Districts 3 and 5 still require additional members. Current vacancies include five MAL seats, six local/city seats (Pittsburg, San Pablo, Hercules, San Ramon, Antioch, and Clayton), and one Nutrition Council representative.

2025 Work Plan

- Recruit to fill Member-at-Large (MAL) vacancies and support recruitment efforts for local and city seats.
- Encourage meeting attendance to ensure a quorum for conducting council business.
- Monitor and manage membership requirements, providing regular updates to the Executive Committee and general membership.

Julie A. Ortega

Membership Committee Co-Chair

Logan Roberston

Membership Committee Co-Chair