



# CONTRA COSTA COUNTY

## Committee Meeting Minutes - Draft

### Advisory Council on Aging

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Wednesday, November 6, 2024

10:00 AM

400 Ellinwood Way, Pleasant Hill, CA  
Room 303

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#### Planning Committee

**Zoom Link:** [https://cccounty-us.zoom.us/j/81993050743?](https://cccounty-us.zoom.us/j/81993050743?pwd=CaDrCQib0b4Iw2AkCQYhEGKmb1uzpp.1)

**pwd=CaDrCQib0b4Iw2AkCQYhEGKmb1uzpp.1 | Meeting ID: 819 9305 0743 | Password: 650708**

**| Dial-In: 214 765 0478 or 888 278 0254 | Code: 698779**

**PUBLIC ACCESS INSTRUCTIONS:** The public may attend this meeting in person at the above location. The public also may attend this meeting remotely via Zoom or call-in. Login information and call-in information is provided above.

**Remote attendance of this meeting is being held at the following locations:**

**2140 Rain Drop Circle, Pittsburg, CA 94561; 46 Greenfield Drive, Moraga, CA 94556**

10:00 Welcome and Announcement - Candace Evans

Announcements:

MX RFP 1212 Capacity Building:

RFP 1212 to be posted in November

Advisory Council on Aging members encouraged to participate in RFP review process

RFP review timeline will be provided by Alicia

Area Plan Update:

Candace to provide timeline of updating Area Plan objectives and goals to Chairs of workgroups and committees.

General timeline:

Planning Committee to review edits during the January meeting.

Planning Committee to finalize edits during February meeting.

Planning Committee to approve edits during March meeting.

10:02 Roll Call

**Present**

Deborah Card, James Donnelly, Kevin Donovan, Candace Evans,  
Jill Kleiner, and Dennis Yee

10:0 Approve October 2024 minutes

[24-3733](#)

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**Attachments:** [PL.10.01.24DraftMinutes](#)

A motion was made by Donnelly, seconded by Donovan, that this item be approved as amended. The motion carried by the following vote:

**Motion:** Donnelly

**Second:** Donovan

**Aye:** Card, Donnelly, Donovan, Evans, and Yee

**Abstain:** Kleiner

**Result:** Passed

10:05 Planning Committee I&A Focus Group Update:

Focus Group Presentation

[24-3734](#)

**Attachments:** [Focus Group Followup Meetings - Draft 10.22.2024](#)

10:45 Focus Group Revisit: Bay Point - Ambrose Senior Center  
Scheduled for December 5th from 1pm-2pm  
Technology will be provided by Contra Costa County  
Trio Community Meals will provide juice and cookies for participants  
Personal Protective Equipment will be provided as incentive

Identify focus group revisit site  
Tabled until next meeting

10:55 Public Comment: None.

Next Meeting: December 3, 2024, 10:00 am - 12:00 pm

11:00 Adjourn  
Meeting adjourned at 11:37 am

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 400 Ellinwood Way, Pleasant Hill, Attn: Jenny Lam during normal business hours. Staff reports related to items on the agenda are also accessible on-line at [www.contracosta.ca.gov](http://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 Advisory Council on Aging 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 Jenny Lam at 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](mailto: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.

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