



# CONTRA COSTA COUNTY

## Committee Meeting Minutes - Draft

### Advisory Council on Aging

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**Tuesday, May 6, 2025**

**10:00 AM**

**400 Ellinwood Way, Pleasant Hill, CA  
Room 303 (Third Floor)**

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#### Planning Committee

**Zoom Link: [https://cccounty-us.zoom.us/j/81196217695?](https://cccounty-us.zoom.us/j/81196217695?pwd=cxbNevZZws04C7OrQKi8yvsvfCtosp6.1)**

**pwd=cxbNevZZws04C7OrQKi8yvsvfCtosp6.1 | Meeting ID: 811 9621 7695 | Password: 195200 |**

**Dial-In: 214 765 0478 or 888 278 0254 | Code: 32877987**

**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: 28 Orinda Way, Orinda.

10:00 Welcome - Jill Kleiner called the meeting to order at 10:01 am.

#### Announcements:

Kevin, Housing Committee, presented housing issues to Martinez City Council and will present in Brentwood next week.

Senior Rally Day Today.

Eric Swallwell is having a passport acceptance fair in Castro Valley on May 9th from 11:00 am - 3:00 pm.

Save the Date: Older Americans Act 60th Birthday Party will be at Los Medanos College in Pittsburg, July 14, 2:00 - 4:00 pm.

Roll call - Jill Kleiner

#### **Present**

Chalo Buckman, Deborah Card, James Donnelly, Kevin Donovan, Jill Kleiner, and Dennis Yee

#### **Absent**

Candace Evans

10:05 Approve April 2025 Draft Minutes

PL.04.01.25DraftMinutes

[25-1663](#)**Attachments:** [PL.04.01.25DraftMinutes](#)**Motion:** Donnelly**Second:** Yee**Aye:** Buckman, Donnelly, Donovan, Kleiner, and Yee**Absent:** Card, and Evans**Result:** Passed

10:10 Updates from Area Agency on Aging - Alicia Espinoza

Age-Friendly Campaign  
RFP for Senior Nutrition  
ACOA Recruitment Flyer

10:30 Discuss Progress of Planning Committee Area Plan objectives.  
Reviewed Planning Committee objectives:  
Alicia will discuss with Tracy what the AAA might request of the Planning Committee for monitoring process of providers.

2025 APU objectives

[25-1664](#)**Attachments:** [Area Plan FY 25-26 Goals Objectives](#)

11:00 Break

11:10 Review draft ACOA Recruitment Flyer

Recruitment Flyer

[25-1665](#)**Attachments:** [ACOA AAA Recruitment Flyer\\_r4\\_InHousePrint](#)

11:25 Discuss Planning Committee I &amp; A Focus Group Revisit Updates

Concord (Monument Crisis Center) - Scheduled for Thursday, June 26th.  
Marilyn will be facilitating.  
Jim suggested 10:30 am, before their lunch.  
Potential future sites:  
West County (Laotian translation needed)  
East County  
Oakley (not a focus group site)

11:40 Public Comment: None.

Next Meeting is scheduled for June 3, 2025 from 10:00 am - 12:00 pm.

Cristina to invite Tracy Murray, Director of Aging and Adults Services Bureau to provide highlights on the 25-26 Budget.

12:00 Adjourn

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: Cristina Ugaitafa during normal business hours

**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.

Public comment may be submitted via electronic mail on agenda items at least one full workday prior to the published meeting time at email [cugaitafa@ehsd.cccounty.us](mailto:cugaitafa@ehsd.cccounty.us) or by voice at (925) 655-0775. 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: [cugaitafa@ehsd.cccounty.us](mailto:cugaitafa@ehsd.cccounty.us) or by voice mail at 925 655-0775.