



CONTRA COSTA COUNTY

Committee Meeting Minutes - Draft

Advisory Council on Aging

Tuesday, September 3, 2024

10:00 AM

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

Planning Committee

Link:| [https://cccounty-us.zoom.us/j/81993050743?](https://cccounty-us.zoom.us/j/81993050743?pwd=CaDrCQib0b4Iw2AkcQYhEGKmb1uzpp.1)

[pwd=CaDrCQib0b4Iw2AkcQYhEGKmb1uzpp.1](https://cccounty-us.zoom.us/j/81993050743?pwd=CaDrCQib0b4Iw2AkcQYhEGKmb1uzpp.1) | Meeting ID: 819 9305 0743 Password: 650708

Dial-In-Number: 214 765 0478 or 888 278 0254 Code: 6987|79

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.

10:00 Welcome and Announcements - Candace Evans

Jill Kleiner called the meeting to order at 10:05 a.m.

10:03 Roll Call

Present

Deborah Card, James Donnelly, Kevin Donovan, and Jill Kleiner

Absent

Candace Evans, and Dennis Yee

10:04 Approve August Minutes

Approve August Minutes

[24-2629](#)

Attachments:

[PL 8.6.24 Draft minutes](#)

Motion:

Donovan

Second:

Donnelly

Aye:

Card, Donnelly, Donovan, and Kleiner

Absent:

Evans, and Yee

Result:

Passed

10:05 Updates from Area Agency on Aging:

Jennifer Gomes Figueira: E-Pack Distribution

13 Focus Groups held within Contra Costa County, E-Packs were provided to 250 participants

Special thanks given to all distribution partners

Possible partnership with Contra Costa County Office of Emergency Services and local Senior Centers to provide community education to participants

Prioritize the following Senior Centers for Focus Group follow up presentations:

Pittsburgh, Antioch, North Richmond, Bay Point

Alicia Espinoza: iPad Distribution:

Contra Costa Health distributed 800 devices

71 participants identified via Focus Groups and these individuals were prioritized

CTN has still not been able to reach 13 individuals

CTN distributed 288 iPads to eligible participants, connectivity starts when participants receive device

Digital Lift Navigator trainings provided to train the trainer model, SAHA participating , Mercy housing participating

Onsite training provided in 10 languages.

Title IIIC – Senior Nutrition Program Monitoring Update

Providers were monitored during the second week of June 2024, Meals on Wheels Diablo Region, Community Housing Development Corporation, J-Sei, West Contra Costa Meals on Wheels

\$1.7 Million Measure X Request For Proposal (RFP) update

Draft of Measure X RFP reviewed by AAA Staff, draft will be finalized, approved and posted, RFP to be released for Capacity Building

10:30 FY 2024-2024 Planning Committee and I&A Focus Group Update:
Prioritize follow up with Antioch, North Richmond, Bay Point
Members asked to review Focus Group Feedback Summary included in next meeting agenda packet

Draft ACOA Focus Group Presentation
Jim recommended to develop taskforce to develop Focus Group Follow Up PowerPoint Presentation. Jill to provide next draft of the presentation

Draft Annual Report (November 2024)
Draft to be added to next Agenda Packet

QR Codes for Senior Resources Guides & Directories Update
Nhang provided QR codes for Senior Resource Guides & Directories

Chinese & Spanish Translation Update for Senior Handouts
Nhang almost done with formatting

FY 2024-2025 Planning Committee [24-2630](#)

Attachments: [Planning Committee Draft Annual Report](#)

Focus Group [24-2631](#)

Attachments: [DRAFT FOCUS GROUP PRESENTATION AND DIRECTIVES](#)

11:55 Public Comment
Looking forward to learning more about committee and ACOA – Matthew Brown

Next Meeting: October 1, 2024 from 10 am – 12 pm
Updated Focus Group Presentation scheduled for 1 hour at Baypoint
Draft of Planning Committee Annual Report
Focus Group Revisits- coordinate with Nhang Luong
Glenda Pacha to provide update on Measure X RFP

12:00 Adjourn
Meeting adjourned at 11:58 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 40 Douglas Dr. Martinez, attention Patty Lund during normal business hours. Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

For additional information contact: Jenny Lam (925)-655-0773

HOW TO PROVIDE PUBLIC COMMENT:

Persons who wish to address the committee 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 Additional Information Contact: jam@ehsd.cccounty.us or by voice mail at 925 655-0773.

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