



SAN MATEO COUNTY HEALTH  
**AGING & ADULT  
 SERVICES**

**Commission on Aging (CoA) - Executive Committee Meeting Notes**

**Monday, October 7, 2024 12:00-1:00pm**

Meeting location: 2000 Alameda de las Pulgas, Room 209

Executive Committee Members Present: Monika Lee, Irene Liana

Public: Not in attendance

Staff: Anna Sawamura and Shawne O'Connell

Discussion Items	Notes / Discussion / Next Steps
1. Call to order	Meeting was called to order by Chair Lee at 12:00 pm.
2. Public Comment	No public comments made.
3. Review and approve October 7 <sup>th</sup> Exec. Agenda	Chair Lee motioned to approve the agenda with edits. Vice Chair Liana seconded the motion. Motion passed.
4. Review and approve September 3rd Exec. Committee minutes.	Vice Chair Liana motioned to approve the minutes with edits. Chair Lee seconded the motion. Motion passed.
5. Review and approve September 9 <sup>th</sup> General Meeting Minutes	Chair Lee moved to approve with edits. Vice Chair Liana seconded the motion. Motion passed.
6. Formation of Ad Hoc Nominating Committee	Discussion took place regarding election of officers to serve from January 2025. An ad hoc committee of the Commission would need to be formed to identify a slate of officers for an election to be held in November. It was agreed to include the Formation of an Ad Hoc Nomination Committee to the October General meeting agenda.

<p>7. Review Committee Notes and Discuss Committee Issues</p>	<p><u>Executive Committee</u></p> <p>Committee notes were reviewed.</p> <p><u>Information, Resources and Community Engagement Committee</u></p> <p>Committee is reviewing the talking points created by Commissioner Barsi to assist Commissioners during tabling and outreaching events.</p> <p>Concerns were expressed regarding the Network of Care website and the content of information.</p> <p>Committee will be working on their work plan at the next meeting.</p> <p><u>Social Isolation and Transportation Committee</u></p> <p>The committee is continuing to finalize their Work plan.</p> <p>SamTrans continues to attend regularly and are providing information and updates on their work in the county.</p> <p>Youth Commission Liaison Adele Ryono continues work on the intergenerational survey she will be distributing to high schools.</p> <p><u>Aging Readiness and Family Caregiver Support Committee</u></p> <p>Due to unforeseen work and health issues, committee did not meet in September.</p>
<p>8. Presentations/Speakers</p>	<p>Anna confirmed that Lee Pullen will be providing a presentation on Aging and Adult Services at the October General Meeting.</p>
<p>9. Review and approve October 21<sup>st</sup> General Meeting Agenda</p>	<p>Chair Lee motioned to approve with edits. 1<sup>st</sup> Vice Chair Liana seconded the motion. Motion passed.</p>

10. Board of Supervisors Relations/Advocacy	No activities were reported for the month.
11. Announcements	No announcements were made.
12. Adjourn	Chair Lee motioned to adjourn. 1st Vice Chair Liana seconded the motion. Meeting adjourned at 1:00pm

Next CoA EXECUTIVE MEETING: November 4, 2024

Next CoA GENERAL MEETING: October 21, 2024



**Commission on Aging**

2000 Alameda de las Pulgas Suite 200 • San Mateo, CA 94403

**Phone** (650) 573-3900 • **Fax** (650) 837-9713 • **CA Relay** 711 • **Website**

<http://smchealth.org/CoA>

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