



SAN MATEO COUNTY HEALTH
AGING & ADULT SERVICES

Commission on Aging (CoA) - Executive Committee Meeting Notes

Monday, June 3, 2024 12:00-1:00pm

Meeting location: 2000 Alameda de las Pulgas Room 209, San Mateo CA 94403

Executive Committee Members Present: Monika Lee, Irene Liana

Staff: Anna Sawamura and Shawne O'Connell

Discussion Items	Notes / Discussion / Next Steps
1. Call to order	Meeting was called to order by Chairperson Lee at 12:00pm.
2. Public Comment	No public comments made.
3. Review and approve June 3rd Exec. Agenda	Commissioner Liana motioned to approve the agenda. Chair Lee seconded the motion. Motion passed.
4. Review and approve May 6 th Exec. Meeting minutes.	Chairperson Lee motioned to approve. the minutes with edits. Commissioner Liana seconded the motion. Motion passed.
5. Review and approve May 13th General Meeting Minutes.	Chair Lee motioned to approve the minutes with edits. Commissioner Liana seconded the motion. Motion passed.
6. Review Committee Notes and Discuss Committee Issues	<p><u>Executive Committee</u></p> <p>Discussion took place regarding the current 2nd Vice Chair vacancy. Chair Lee will be reaching out to those that have expressed interest to confirm if they are still able to serve. Update will be provided after confirmations are established.</p> <p><u>Information and Resource Committee</u></p> <p>The notes were reviewed. Summer tabling opportunities are being forwarded to Deborah who continues working hard to schedule Commissioners to cover shifts.</p>

	<p><u>Social Isolation and Transportation Committee</u></p> <p>Notes were reviewed.</p> <p>A co-chair is yet to be determined. Commissioner Liana has agreed to chair and looks forward to having a co-chair soon</p> <p><u>Aging Readiness and Family Caregiver Support Committee</u></p> <p>Notes were reviewed. Co-chairs are yet to be determined. The meeting time was discussed. Staff will look into providing other meeting dates/times to accommodate Commissioners schedules.</p>
7. Request from Supervisor Canepa regarding digital access resolution.	Supervisor Canepa requested support/feedback of his intent to bring forth a resolution to support digital access for older adults in the county. Discussion took place. Anna will provide update on the Access to Technology program currently being offered at the June 10 th CoA general meeting.
8. Leave of Absence Request: Twila Dependahl	Commissioner Dependahl has requested a leave of absence to care for her husband. She will be on leave for three months. She will be contacted at the end of this period to see if she is able to rejoin.
9. Presentation/Speakers	The presentation schedule was reviewed. Presentations are scheduled through November 2024.
10. Review and approve June 10 th General Meeting Agenda	Chair Lee motioned to approve the agenda with edits. Commissioner Liana seconded. Motion passed.
11. Board of Supervisors Relations/Advocacy	No updates to share.
13. Announcements	No announcements were made.

14. Adjourn	Chair Lee motioned to adjourn. Motion seconded by Commissioner Liana. Meeting adjourned at 1:00pm.
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NEXT CoA EXECUTIVE MEETING: July 1, 2024

NEXT CoA GENERAL MEETING: June 10, 2024



Commission on Aging

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

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