



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

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

**Wednesday, September 3, 2024 12:00-1:00pm (Rescheduled due to Labor Day Holiday)**

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 12:03 pm.
2. Public Comment	No public comments made.
3. Review and approve September 3 <sup>rd</sup> Exec.Agenda	Chair Lee motioned to approve the agenda with edits. Vice Chair Liana seconded the motion. Motion passed.
4. Review and approve July 3 <sup>rd</sup> Exec. Meeting minutes.	Vice Chair Liana motioned to approve the minutes with edits. Chair Lee seconded the motion. Motion passed.
5. Review and approve July 8 <sup>th</sup> General Meeting Minutes	Chair Lee moved to approve with edits. Chair Lee seconded the motion. Motion passed.
6. Discussion on 2 <sup>nd</sup> Vice Chair Nominations	Discussion took place regarding the current vacancy. Since elections for all offices will be held in November, it was decided to not have a separate election for this office. The Chair and Vice Chair will continue conducting business for the next two months.

<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>Commissioners Owdom and Lee agreed to co-chair.</p> <p>Committee will be sending out existing Buddy list to Commissioners for updates and to make assignments as needed.</p> <p><u>Social Isolation and Transportation Committee</u></p> <p>Commissioners Liana and Uhl agreed to co-chair.</p> <p>Work continues on the work plan.</p> <p><u>Aging Readiness and Family Caregiver Support Committee</u></p> <p>Commissioners Uhl and Jonguitud agreed to co-chair the committee.</p> <p>The work plan continues to be reviewed.</p>
<p>8. Presentations/Speakers</p>	<p>Anna confirmed that the following agencies will be presenting on the topic of Social Isolation and Loneliness at the September meeting: Peninsula Family Services, Peninsula Volunteers, Inc., Institute on Aging, Daly City Partnership..</p>
<p>9. Review and approve July 8th 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>
<p>10. Board of Supervisors Relations/Advocacy</p>	<p>No activities were reported for the month.</p>
<p>11. Announcements</p>	<p>No announcements were made.</p>

12. Adjourn	Chair Lee motioned to adjourn. 1st Vice Chair Liana seconded the motion. Meeting adjourned at 1:02pm .
-------------	---

NEXT CoA EXECUTIVE MEETING: October 7, 2024NEXT

CoA GENERAL MEETING: September 9, 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>

**24-hour line to report abuse** (800) 675-TIES (8437)

**Health System Chief** • Louise Rogers

**Board of Supervisors** • Dave Pine • David Canepa • Noelia Corzo • Ray Mueller • Warren Slocum