

The seal of Alameda County, California, is a circular emblem. It features a central shield with a scale of justice, a plow, and a sheaf of wheat. The shield is set against a background of a landscape with a rising sun. The words "COUNTY OF ALAMEDA" are written in an arc across the top, and "CALIFORNIA" is written in an arc across the bottom. Two stars are positioned on the left and right sides of the shield.

Alameda County
Advisory Commission on Aging
Monday, April 10, 2023

ACA Meeting Packet

[Advisory Commission on Aging \(alamedacountysocialservices.org\)](http://alamedacountysocialservices.org)



Andrea Ford, Agency Director

Faith M. Battles
Assistant Agency Director

Department of Adult & Aging Services
6955 Foothill Boulevard, Suite 300
Oakland, CA 94605
(510) 577-1900 / Fax: (510) 577-1965
battlfa@acgov.org
<http://alamedasocialservices.org>

ADVISORY COMMISSION ON AGING

General Session Agenda

Monday, April 10, 2023

9:15am – 11:45am

In-Person
Maxwell Park Conference Room
6955 Foothill Blvd. Suite 137
Oakland, California 94605

TELECONFERENCING GUIDELINES: FOR TELECONFERENCED COMMISSION MEETINGS, MEMBERS OF THE PUBLIC MAY OBSERVE AND PARTICIPATE IN MEETINGS BY FOLLOWING THIS LINK: [ZOOM LINK](#) DIALING IN: +1 669 900 6833 US (San Jose). Meeting ID: 899 2454 4024| Passcode: 839169

Public participation at Commission meetings is encouraged. We request that individuals limit their comments on any single item on the agenda to two minutes. The chosen spokesperson for a group may speak for four minutes.

Agenda Item	Material Provided	Presenter	Time
Call to Order/Roll Call		Chair McMichael-Cady	9:15—9:20
Review Agenda		Chair/Commission	9:20 – 9:25
Approve Minutes	Attached	Chair/Commission	9:25 – 9:30
Comments from the Public for Items not on the agenda		General Public	9:30 – 9:45
Comments from the ACA Chair		McMichael-Cady	9:45 – 9:55
Senior Services Coalition of Alameda County <ul style="list-style-type: none"> ▪ Advocacy Updates 		Wendy Peterson	9:55 – 10:05
Introduction of Newly Appointment Commissioner		Grant	10:05 – 10:10
Recess Months: Discuss and Vote		Commission/Staff	10:10 – 10:15
AAA Director’s Report		Jennifer Stephens-Pierre, SSA	10:15– 10:25
County-wide Area Plan Update		Griggs-Murphy	10:25 – 10:30
Board of Supervisor Report Approval	Attached	Kirsch	10:30 – 10:45
Committee Operations		Chair/Commission	10:45 – 11:20

<ul style="list-style-type: none"> ▪ Goals ▪ Discussion: Replacing Standing Committees into Ad-Hoc Committees 			
Commission Committee Reports <ul style="list-style-type: none"> ▪ Executive ▪ Service Delivery ▪ Public Relations ▪ No Wrong Door (NWD) ▪ MPA/CWAP ▪ Budget and Funding 		Committee Members	11:20—11:35
Oral Communications/Announcements		Commissioners, Staff, Public	11:35—11:45
Adjourn		Commission	

Next Committee meeting is scheduled for Monday, May 8, 2023, from 9:15am—11:45pm
Check website [Advisory Commission on Aging \(alamedacountysocialservices.org\)](http://alamedacountysocialservices.org) for update.

Notes



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**ADVISORY COMMISSION ON AGING (ACA)
 Commission Meeting Draft Minutes
 Monday, March 13, 2023 | 9:30am to 12:00pm
 Via Zoom Conference Call**

<p><u>ACA Commissioners Present</u> Kester Watters (Acting Chair- Virtual) Laura McMichael-Cady (Virtual) Barbara Price (Virtual) Donna Griggs-Murphy (Virtual) Gursewak Singh Dhaliwal Sukhvinder Waraich (Virtual) Howard Kirsch Florence Raskin Victoria Williams Dr. Linda Boykins</p> <p><u>Commissioners Absent</u> None</p>	<p><u>County of Alameda Staff Present</u> Faith M. Battles (AAD) Jennifer Stephens-Pierre (AAA PM) Sonya Frost (Division Director) Esperanza Contreras Janine Carlson Connie Soriano Deborah Cooper Mariana Austin Marlisa Davis Charles Jones Kim Fogel Delbert Walker (Virtual)</p>
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Item	Discussion / Recommendations
A. CALL TO ORDER Welcome & Introductions Adopt agenda	Meeting Chaired by Kester Watters called to order at 9:25am. Roll Call of Commissioners Quorum achieved
B. APPROVE MINUTES	Motion to accept meeting minutes from 01/09/2023: (M) Commissioner Kirsch (S) Commissioner McMichael -Cady
C. COMMENTS FROM THE PUBLIC	None
D. ACA CHAIR REPORT (Commissioner Watters)	<ul style="list-style-type: none"> Chair Report was included in the meeting packet sent out to all attendees and printed copies were available to those who attended the meeting in person. ACTION ITEM: AAA to write a proposal to the Commission regarding how the Commission can be more effective with its goals.



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<p>E. BROWN ACT UPDATE (AAD Faith Battles)</p>	<p>A new bill signed into law in September, AB 2449, provides boards and commissions with long-term permissions to hold remote meetings without having to give the public access to private locations, subject to certain restrictions. The new law will take effect on January 1, 2023.</p> <p>In response to the pandemic, the California Legislature previously passed AB 361 to streamline the requirements for teleconference/virtual meetings under the Brown Act during times of local emergency. Before AB 361, the Brown Act’s teleconference rules required posting each teleconference location and making each location open to the public, which proved ineffective during a global pandemic. Over the past two years, public agencies and the general public have become more comfortable with meeting virtually, and many public bodies lobbied to get legislation passed that would extend the remote meeting protections past AB 361’s sunset date of Jan. 1, 2024. AB 2449 aims to do just that. Crucially, AB 361 still remains effective until Jan. 1, 2024, and local agencies may continue to make or renew remote meeting findings under that law as appropriate.</p> <p>AB 2449 reiterates the standard Brown Act teleconference rules, re-codifies the rules set out in AB 361 for times of declared emergency, and also provides for relaxed teleconferencing rules when a member of the board/commission needs to attend remotely for an emergency, or other reasons supported by “just cause.”</p> <p style="text-align: center;"><i>Newly Added Teleconference Rules Available Jan. 1, 2023</i></p> <p>Under the new teleconference rules, a board/commission may hold a “hybrid” (partial teleconference, partial in-person) meeting without having to comply with certain procedural requirements (post agendas at teleconference locations, identify teleconference locations in the agenda, make all teleconference locations open to the public) in the following limited circumstances:</p> <p>One or more members of the board/commission (but less than a quorum) have “just cause” for not attending the meeting in person. Just cause is defined as:</p> <ul style="list-style-type: none">• childcare or family caregiving need• contagious illness• physical or mental disability need, or• travel while on official public business) <p>One or more members of the board/commission (but less than a quorum) experience an <i>emergency circumstance</i> (a physical or family medical emergency that prevents in-person attendance).</p> <p>In order to participate remotely under the <i>just cause</i> provisions, the member must</p>
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notify the board/commission at the earliest possible opportunity, including at the start of a meeting, of their need to participate remotely and provide a general description of the circumstances related to one of the four items in #1, above.

Emergency circumstances means a physical or family medical emergency that prevents a member from attending in person. In order to participate remotely under the *emergency circumstances* provisions, the member must request that the board/commission allow them to participate in the meeting remotely because of emergency circumstances and the board/commission must take action to approve the request.

A member must make a request to participate remotely under the *emergency circumstances* provisions as soon as possible. The board/commission may take action on this request at the earliest opportunity. If the request does not allow sufficient time to place it on the agenda for the meeting for which the request is made, the board/commission may take action on the request at the beginning of the meeting by majority vote.

The board/commission must request a general description of the circumstances relating to the member's need to appear remotely. This description does not have to be more than 20 words and the member does not have to disclose any personal medical information.

If board/commission members participate remotely under this new law for either the *just cause* or *emergency circumstances* situations described above then the following rules apply:

- The board/commission must provide a way for the public to remotely hear, visually observe, and remotely address the board/commission, either by a two-way audiovisual platform or a two-way telephonic service and a live webcasting of the meeting.
- The board/commission must provide notice of how the public can access the meeting and offer comments.
- The agenda must identify and include an opportunity for the public to attend and directly address the board/commission through a call-in option, an internet-based service option, and in-person at the location of the meeting.
- The board/commission cannot require comments to be submitted before the start of the meeting. The public must be allowed to make "real time" public comment.

If there is a disruption to the meeting broadcast or in the ability to take call-in or internet-based public comment, no further action can be taken on agenda items until the issue is resolved.



	<p>The board/commission must implement a procedure for receiving and resolving requests for reasonable accommodations for individuals with disabilities, and must give notice of these procedures.</p> <p>Members participating remotely must participate through both audio and visual technology.</p> <p>Members participating remotely must publicly disclose at the meeting before any action is taken whether any other individuals 18 years of age or older are present in the room at the remote location with the member and the general nature of the member’s relationship with the individual.</p> <p>A member may not participate in meetings solely by teleconference under this law for more than three consecutive months or 20% of the regular meetings for the public agency within a calendar year. If the board/commission regularly meets less than 10 times a year, a member may not participate remotely for more than two meetings.</p> <p>The board/commission may still meet via teleconference by following the traditional Brown Act rules of identifying the teleconference site on the agency’s agenda and ensuring it is accessible for the public to attend. Further, board/commission may meet by teleconference under AB 361 until January 1, 2024 during the Governor’s proclaimed State of Emergency and as long as other requirements are met.</p>
<p>F. AAA DIRECTOR’S REPORT (J. Stephens-Pierre)</p>	<ul style="list-style-type: none"> • CDA: All Older American Act programs must transition their services back to standard operations by July 1st, 2023. ACTION ITEM: Commissioner Watters would like the Services Delivery Committee to assist AAA in implementing programs • Future Committee Meetings: AAA would like to have providers host the public meetings in the future. Four (4) organizations have already expressed interest and can accommodate the meetings. ACTION ITEM: AAA to send out survey to Commissioners to gauge interest in having meetings in different locations. ACTION ITEM: AAA to provide Commission with report showing how the additional funding was split amongst the providers.
<p>G. COUNTY-WIDE AREA PLAN PRESENTATION (K. Fogel)</p>	<ul style="list-style-type: none"> • AAA Presented the Commission with an update (please refer to attached presentation). ACTION ITEM: Total number of county seniors and those reached will be provided to Commissioners via email; will also share current needs assessment for review.
<p>H. NOMINATION OF COMMISSION CHAIR</p>	<ul style="list-style-type: none"> • Commissioner Dhaliwal nominated Commissioner Kirsch for chair who declined the nomination. • Commissioner Price nominated Commissioner Dhaliwal for chair who declined the nomination.



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	<ul style="list-style-type: none"> • Commissioner Watters nominated Commissioners McMichael-Cady and Williams to be co-chairs of the Commission. • SSA confirmed with the Commission that their bylaws allow for the Commission to have two chairs. <p>Motion to make Commissioner McMichael-Cady and Commissioner Williams co-chairs of the Commission: (M) Commissioner Boykins (S) Commissioner Raskin Approved.</p>
<p>I. BYLAWS</p>	<p>Motion for Commission to implement the version the bylaws drafted on 2/18/23 as the official bylaws of this Commission. (M) Commissioner Watters (S) Commissioner Boykins</p> <ul style="list-style-type: none"> • SSA has reservations regarding the duties of the Budget and Financing Committee as written in the bylaws, particularly because oversight falls outside of the scope outlined in the Administrative Code as per County Counsel feedback. <p>Motion Approved</p>
<p>J. SUBCOMMITTEE REPORTS</p>	<ul style="list-style-type: none"> • Executive Committee (K. Watters) – Refer to ACA Chair Comments. • Legislative Advocacy (H. Kirsch) - No report • Public Relations Senior Update (L. McMichael-Cady) – No report • Health & Safety (F. Raskin) – No report • Recruitment (H. Kirsch) – No report • No Wrong Door – No change • Effectiveness Committee ACTION ITEM: AAA to update the SSA Website to reflect current roster of commissioners. ACTION ITEM: Commissioner Watters would like to create an “unfinished business” log so the commission is aware of any pending item.
<p>K. ORAL COMMUNICATIONS AND ANNOUNCEMENTS</p>	<ul style="list-style-type: none"> • None
<p>L. OTHER ITEMS</p>	<ul style="list-style-type: none"> • Next Meetings: Executive Committee: March 27, 2023 ACA Commission Meeting: April 10, 2023 at 9:15AM



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M. ADJOURNMENT	Motion to Adjourn: M = Boykins / S = Williams Meeting adjourned at 12:02 PM
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Most recent Census estimates show Alameda County is home to 300,276 adults age 60 and over. By 2060, the California Department of Finance estimates that those age 60 and over will account for 32% of the total county population, and more than 139,000 older adults will be 85 years or older. The older adult population is diverse as well, with no one race as a majority and 38.4% of older adults speaking a language other than English at home (2020-2024 County Wide Area Plan). Further, 34% of older adults 65+ in Alameda County don't have enough income to meet their basic needs (justiceinaging.org). It is imperative that they have representatives who are willing and able to advocate for them.

According to Alameda County Code: "The commission shall advise and assist the board of supervisors on all matters relating to the development and administration of the county's area plan for programs on aging under Title III of the Older Americans Act of 1965 and the operations conducted thereunder."

Over the past two years we have worked diligently toward becoming a better voice for Alameda County seniors. We have rewritten our bylaws in order to increase our autonomy and effectiveness. They include the following objectives:

- Taking positions on matters pertaining to federal, state, and local policies.
- Seeking to represent the diversity of local seniors.
- Seeking advice from local councils, commissions, advocacy organizations, and elected officials.
- Disseminating information about pending legislation and available resources.
- Collaborating and providing advice and feedback on the County Wide Area Plan.
- Collaborating and advising on the processing and dissemination of funds.

This year we have, most importantly:

- Created on-boarding and training material for new commissioners in the absence of such materials at the county level.
- Participated in the scoring process for the Area Agency on Aging's Requests for Proposals.
- Provided recommendations for a number of Personnel, Administrative, and Legislative requests.
- Worked on improving the Senior Update Newsletter, producing a Chinese language version, and increasing its distribution.

We have also:

- Represented the commission at the Alameda County Fair and Healthy Living Festival.
- Raised funds for and assisted in the distribution of holiday baskets.

Unfortunately, there is ongoing lack of consensus between the Advisory Commission on Aging and the Area Agency on Aging as to our scope of responsibility. The Area Agency on Aging has made clear that the Advisory Commission on Aging is felt to be a hindrance to their work and should have very limited oversight of funding processes, the Aging and Disability Resource Connection, and the County Wide Area Plan. **This is not in keeping with the County's stated key value of "Transparency and accountability achieved through open communications and involvement of diverse community voices."**

-We have been told, erroneously, that we may not change our bylaws without approval from the Board of Supervisors and the county. Thus far, our amended bylaws, although approved by the Commission, have not been posted. **Further, we have been told that the Area Agency on Aging will choose whether to honor the bylaws.**

-We have been told that any oversight of financial decisions is out of our scope.

-Our representatives on the ADRC council were uninvited.

-Our No Wrong Door and County Wide Area Plan committees were declared to be out of the scope of our responsibilities, **and we were told these committees slow or prevent the Area Agency on Aging from accomplishing what they need to.**

We wish to be an effective voice for Alameda County seniors, but require support from the Board of Supervisors to do so. In order to allow the Advisory Commission on aging to accomplish our goals, we must have guidance from the Board of Supervisors on how to resolve our differences with the Area Agency on Aging.

In the next year we intend to:

-Continue to align with the Master Plan on Aging and the Council for Age Friendly Communities.

-Continue to focus on bridging the Digital Divide.

-Continue to coordinate Legislative Advocacy for Older Adults.

-Continue to provide support for the Alameda County Fair and Healthy Living festival.

-Participate in on-site visits to AAA funded agencies and other senior-oriented local events.

-Work toward recruiting more commissioners.

-Expand the reach of the Senior Update Newsletter.

-Post amended bylaws.

-Reinvigorate our recently reconstituted committees.

-Continue to make progress on our bylaws objectives.

It has become increasingly obvious that this commission is viewed by the Area Agency on Aging and Alameda County Social Services as theirs to guide and direct. Commission members have made clear that we must be allowed the autonomy to govern ourselves and review requested information about the operations of the Area Agency on Aging in order to meet our objectives.

It is imperative that the Board of Supervisors empower this commission to meet its goals by reminding the Area Agency on Aging and Alameda County Social Services of the purpose and function of the Advisory Commission on Aging as an independent body constituted to provide oversight, advice, and information to both the Area Agency on Aging and the Board of Supervisors.