

**Contra Costa County Advisory Council on Aging
Membership/Nominating Committee Minutes
Wednesday, July 15, 2020**

Call to Order: Chair, Jennifer Doran called the meeting to order at 11:30 am

Present: Jennifer Doran, Nuru Neemuchwalla, Jim Donnelly, Gail Garrett, Nancy Leasure

Absent: Rudy Fernandez, Richard Nahm

Staff: Anthony Macias

Public Comment: None.

Approval of Today's Agenda: Motion for approval by Gail Garrett, seconded by Nancy Leasure; all approved.

Approval of January 2020 Minutes: Motion for approval by Nancy Leasure, seconded by Nuru Neemuchwalla; minutes approved with no changes.

ACOA Quorum/Attendance of ACOA Meetings, Committees & Workgroups

- New Membership Applications – received application from Dr. Michelle Hernandez and she will be scheduled for interview at August meeting.
- New Members- Sara Shafiabady interviewed at a special membership committee meeting in June. The Executive Committee received her recommendation at their July meeting. The full council approved her as new member at meeting this morning. Her recommendation moves forward to BOS approval.
 - Do new members have a Buddy? Sara and other new member Marty Aufhauser will need a “buddy” assigned. Erin Partridge’s “buddy” is Mary Bruns.
- ACOA Orientation update: Anthony is to schedule orientation for the newest members in August. Date not yet determined.
- Resignations:
 - None this year so far.
- Vacant MAL Seats: MAL#1 is now only member at large vacancy.
- Vacant City Seats:
 - Concord; Lafayette; Martinez; Moraga; Pinole; Pittsburg; San Pablo; San Ramon
 - There is interest from a person in Martinez, Greg Wanket, Jennifer is following up with him.
- Membership requirements: all members are currently in compliance for Ethics Training and Brown Act training.

Review and discussion of revision to Officer Duties

- Committee reviewed documents that detail duties for the various elected officers.
- These changes reflected the pending changes to the ACOA Bylaws, which combines the role of Treasurer and Secretary into one officer. As well as elimination of the office of 2nd Vice President.
- The Board of Supervisors Changes have not yet approved changes to the Bylaws. Therefore, changes made to the officers' roles cannot yet be forwarded to Executive Committee for approval.
- Attachment of proposed changes attached.

Items for next meeting:

- Interview Dr. M.Hernandez
- Evaluate "Buddy" program

Items for Executive Committee:

- None.

The meeting adjourned at 1:00 pm.