I. **Call to Order/Welcome**

Meeting was called to order at 1:35pm by Donna Murphy. Welcome and introductions were conducted.

II. **Consent Calendar**

Motion to accept Minutes
(M) Wendy Peterson
(S) Karen Grimsich
Carried

III. **Public Comment for Items not on Agenda:**

No comments from the Public.

IV. **AAA Director’s Report**

Tracy Murray began the report by informing committee members that the Big Sur room will be used by IHSS for monthly trainings, three times per day beginning in February. Space on the first floor of the Eastmont Center is being confirmed for future meetings. She reported that she is working with HR to bring on a person on a project basis to assist in the efforts of analyzing the survey data. Tracy reported to the committee that the draft goals and objectives were presented to the Advisory Commission on Aging and the document currently under review by the committee reflects the Commission’s feedback. The draft plan will be presented to the Board of Supervisors (BOS) Joint Health Care/Social Services Committee on January 25, 2016.
V. Draft Goals & Objectives

Tracy presented the draft goals and objectives to the committee. In March 2016, the Plan must be close to completion. The committee discussed the Vision, Goals and Objectives and provided the following feedback:

Vision Statement

- Positive vision statement
- Aligns with Area Agency on Aging (AAA)
- Change to the following, family caregivers, and adults with disabilities…
- *Consider adding “end of life care” in the plan document
- Remove “good” from quality of life. This difficult to measure, and is not defined by AAA or Committee.

Goal #1

- Completed

Goal #2

- Added bullet #3.
- Bullet #4 is updated. Change “Understanding Aging” to “Embracing Aging”.

Goal #3

- Detailed specifics were added per Planning Committee
- Invest, fund, leverage the community based organizations (CBOs)
- Added bullet, AAA and Center for Independent Living (CRIL) worked together to form ADRC, build in existing relationships
- *Help people be prepared to provide certain services, note bullet #1 and bullet #4

Goal #4

- Bullet #5 is broad
- Change goal #4 to Enhance the health, safety, and well-being of older adults by offering coordinated services that promote health and wellness with an emphasis on prevention and early access to behavioral health services.
- Include “end of life care” in goal #4. Advance care planning and options

Goal #5

- Completed

Goal #6

- Change goal #6 to Enhance and increase support for housing security and augment the sustainability of housing programs
- Bullet #1, change to “older adults”, not “seniors”
- Bullet #3, change to, “explore shared alternative housing”
• Bullet #4, updated bullet to be emailed to Tracy Murray via Community Development Agency (CDA)
• *Focus on housing security
• Bullet #4, change “tenants” to “occupants”

VI. Sustaining Momentum- How do we keep the Work Alive after the Plan?
Tracy Murray presented this question to the Committee and the following were recommendations:

• Partner with cities in Alameda County
• Create a Leadership team to monitor the progress, who would be on the team? Staff within Departments?
• Semi-annual reports to the Public
• Create a Task Force, cross sectional representation, includes Q/A and Q/C
• Higher level participation within Task Force, include decision makers
• Include Senior Commissions from the cities
• Share training curriculum with cities
• *Create a marketing/promotional element for the plan
• Meeting with City Mayors and City Managers to present plan

VII. Report from Focus Groups Committee
Delbert Walker provided updates on the focus groups and public forums targeted to be scheduled and completed by the end of February. Planning Committee members have received an email regarding the purpose of the focus groups and public forums. There is an upcoming targeted outreach to the BOS. Brenda Lorentzen from Social Services Agency’s Planning, Evaluation, and Research Unit (PERU) will facilitate the six (6) focus groups efforts.

VIII. Consumer Survey Update
Tracy Murray informed the Committee that survey update information will be incorporated in the BOS Health Care/ Social Service Committee presentation on January 25, 2016.

IX. Next Steps
Next meeting is February 17, 2016. Dana Bailey and Marlene Peterson offered to assist with securing a meeting location

Motion to Adjourn at 3:45 p.m.
(M)
(S)
All Approved