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Department of Adult and Aging Services

## ADVISORY COMMISSION ON AGING

**Executive Committee Agenda**

**6955 Foothill Blvd., Ste. 143**

**Maxwell Park Room**

**Oakland, CA 94605**

**Monday, January 26, 2026**

**9:30 AM**

**TELECONFERENCING GUIDELINES-UPDATED: FOR TELECONFERENCED EXECUTIVE COMMITTEE MEETINGS,  
PLEASE USE [THIS TEAMS LINK](#).**

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. Please note that County policy prohibits AI notetakers on County-hosted meetings and we will disable them if found; sorry for any inconvenience.

<b>Agenda Item</b>	<b>Material Provided</b>	<b>Presenter</b>	<b>Time</b>
Agenda Item: Roll Call and Call to Order.		Chair	9:30
Agenda Item: Approval of Previous Meeting's Minutes and Current Agenda.			9:30-9:35
<ul style="list-style-type: none"><li>• Agenda Item: Agenda for Feb 10th meeting.</li><li>• Possible speakers for 2026: CSL, Catherine Payne (update on Strategic Planning), Brown Act/Procurement/Roberts Rules update, Estate and funeral planning.</li><li>• Review updated BOS presentation</li><li>• Calendar of events for ACA 2026.</li><li>• Ad hoc committee for updating Bylaws.</li><li>• Ad hoc committee for Orientation packet.</li><li>• Reminder of meeting responsibilities – recurring meeting, call if you don't receive agenda by the Friday before, contact the staff liaison.</li></ul>		Committee	9:35-10:10

Agenda Item: Subcommittee Chair Reports		Subcommittee Chairs	10:10-10:15
Agenda Item: Updates from AAA Director.		Director	10:15-10:25
Agenda Item: Comments or Questions Re: Items Not on the Agenda		Chair	10:25-10:30

Agenda Item: Adjourn		Chair	10:30
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**Next Committee meeting is scheduled for February 23 at 9:30 AM.** Check website [Advisory Commission on Aging \(alamedacountysocialservices.org\)](http://alamedacountysocialservices.org) for update.

Attachment: Updated draft presentation to BOS

Minutes from Executive Committee meeting 9/22/25

**ACA EXECUTIVE COMMITTEE**

**MEETING MINUTES**

Monday, September 22, 2025 9:30AM – 10:45AM

**Alameda County Social Services Agency (Eastmont)**

**Maxwell Park Room**

6955 Foothill Blvd, Suite 143 (First Floor)

Oakland, CA 94605

**ACA Commissioners Present**

Barbara Price -> online  
 Denyse McCowen (Vice Chair)  
 Dori Ellis -> online  
 Laura McMichael-Cady (Chair)  
 Michael Goetz -> online  
 Priscilla Banks -> online

**County of Alameda Staff Present**

Diarra Piggue  
 Jennifer Stephens-Pierre  
 Kim Fogel  
 Rhoda Turner

**Commissioners Absent**

Item	Discussion / Action Item
A. CALL TO ORDER	Meeting called to order at 9:36 am Roll Call of Commissioners Quorum achieved.
B. APPROVAL OF MINUTES	<b>Motion</b> to accept meeting minutes from 8/25/2025 (M) Laura McMichael-Cady (S) Denyse McCowen <b>Approved.</b>
C. Discussion: Agenda for Oct. 13 General Meeting <ul style="list-style-type: none"> <li>Strategic Planning Retreat: date, location, goals (mission statement and priorities, easily accessible repository for information, committee purposes and goals, orientation materials)</li> <li>County Counsel discussion of conflict of interest</li> <li>Legislative priorities</li> </ul>	<b>Strategic Plan Retreat</b> The committee discussed the planning and logistics for the upcoming Strategic Planning Retreat. <ul style="list-style-type: none"> <li><b>Date and Time:</b> The retreat is tentatively set for Monday, October 27th, replacing the Executive Committee meeting. The goal is to secure a 3-hour block, either 9:30 AM to 12:30 PM or 10:00 AM to 1:00 PM, to allow for travel (Commissioner Banks suggested 9:30 AM or later due to traffic).</li> <li><b>Facilitator:</b> Staff will make one final attempt to find an external consultant using the Small Local Emerging</li> </ul>

	<p>Businesses (SLEB) list. If an outside consultant cannot be secured, the plan is to ask an internal management analyst or someone from Public Relations/GCR, who is not part of AAA, to facilitate to maintain objectivity.</p> <ul style="list-style-type: none"><li>• <b>Mandatory Topics:</b> Key items to cover include the mission statement and priorities, an easily accessible repository for information, committee goals and objectives, and a review of the <i>orientation materials</i>.</li><li>• <b>Bylaws Discussion Strategy:</b> To ensure the bylaws discussion does not consume the entire retreat, the focus will be on a review and understanding the document. Any suggestions for revisions will be tabled and addressed later, possibly at the November Executive Committee meeting or by forming an ad hoc committee.</li><li>• <b>Attendance:</b> Commissioners are strongly advised to attend in person for the retreat to ensure full participation. The meeting will still be hybrid, but in-person attendance is strongly preferred.</li><li>• <b>Logistics:</b> The room is secured, and staff will arrange for coffee and pastries as the budget allows.</li></ul>
<p><b>D. SUBCOMMITTEE UPDATES</b></p> <ul style="list-style-type: none"><li>i. Service Delivery</li><li>ii. Public Relations/Senior Update</li><li>iii. Legislative</li></ul>	<ul style="list-style-type: none"><li>• <b>Service Delivery</b> (Commissioner Banks): The committee is working on its 2026 plans. A key objective is to build a relationship with the Mayor's Conference of Alameda County, which appoints commissioners but currently has little connection with the ACA. Commissioner Ellis reported she has already started reaching out to the mayors, beginning with Mayor Marchand. The committee plans to invite the three Mayor's Conference appointees (Commissioners Ellis, Price, and McCowan) to their next meeting to discuss this strategy.</li><li>• <b>Public Relations/Senior Update:</b> The newsletter is progressing, and there is good content. Commissioner Mayfield is scheduled to attend the Aging Festival this week.</li><li>• <b>Legislative:</b> The committee has finalized a slate of legislative priorities and a watch list, ready for the full Commission to vote on in October.</li></ul>

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E. Comments from AAA Director	<p><b>Administrative Updates and Announcements</b></p> <ul style="list-style-type: none"> <li>• <b>Staff Promotion:</b> Diarra Piggue has been promoted to Administrative Specialist I and will assume the role of primary staff contact and support for the commissions. She confirmed that she will continue to attend and provide support at in-person meetings.</li> <li>• <b>November Conference Funding:</b> Commissioners attending the conference must register as "pay by check" and forward the confirmation to staff; staff will handle the payment. Staff will book flights through the travel agent. The Chair and staff will communicate directly to conduct a cost analysis and clarify the budget to ensure fairness in covering costs (registration, flight, hotel) for all interested commissioners.</li> <li>• <b>Board of Supervisors Meeting:</b> The Social Services Committee meeting is scheduled for 2:30 PM today. Staff will send out the webinar link.</li> <li>• <b>Roster/Brown Act:</b> Staff confirmed they can share the commissioner roster. Commissioners were reminded that communicating about ACA business with a quorum of commissioners outside of a public meeting is a violation of the Brown Act.</li> </ul>
F. NEXT COMMISSION MEETING	<p>The committee planned content and speakers for the next two general meetings.</p> <ul style="list-style-type: none"> <li>• <b>October Meeting:</b> <ul style="list-style-type: none"> <li>○ <b>County Council:</b> Confirmed to attend for a brief technical presentation (approx. 15 minutes) on conflict of interest, scheduled around 9:45 AM.</li> <li>○ <b>Scams Presentation:</b> A major item will be a presentation on scams, scheduled for around 10:00 AM. It was agreed that this is an urgent topic due to the upcoming holidays.           <ul style="list-style-type: none"> <li>▪ <b>Action Item:</b> Staff will try to secure a speaker on scams.</li> <li>▪ <b>Action Item:</b> It was agreed to invite Senior Center Directors to attend the meeting virtually or in person to receive and disseminate this information to older adults.</li> </ul> </li> <li>○ <b>Legislative Priorities:</b> A 15-minute slot will be reserved for the Commission to officially vote on the legislative priority slate and watch list. Staff will ask</li> </ul> </li> </ul>

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	<p>Charles from the PAL team to provide a brief statement on the County's position on Proposition 50.</p> <ul style="list-style-type: none"><li>• <b>November Meeting:</b> Potential topics include a presentation on Emergency Preparedness (from SSA's team) and a presentation from HICAP on open enrollment.</li></ul>
G. Comments/Questions on Items not on the Agenda	None.
H. ADJOURNMENT	The meeting was adjourned at 10:41 AM.

The Alameda County Advisory Commission On  
Aging  
is appointed by the Board of  
Supervisors and the Mayor's Conference in  
order to provide advice and oversight to the  
Area Agency on Aging in funding local services  
for seniors.

DRAFT

Current Commissioners:

Barbara Price—Mayor's Conference

Denyse McCowen—Mayor's Conference

Doris Ellis—Mayor's Conference

John Schinkel-Kludjian—BOS Dist. 1

Priscilla Banks—BOS Dist. 2

Johnny O'Brien—BOS Dist. 3

Michael Goetz—BOS Dist. 3

Helen Mayfield—BOS Dist. 4

Laura McMichael—At Large

Regina Guillory—At Large

# Accomplishments in 2025/2026

- Our Quarterly Senior Update Newsletter, which focuses on: senior resources, MediCare and MediCal, health issues, scams aimed at seniors, homelessness, and other pertinent topics.
- A Webinar on Grandparents Raising Grandchildren on 5/8/2025, which was a touching and informative event.
- Our endorsement of multiple appeals to State and Federal legislators concerning the impact of budget cuts on Alameda County seniors.
- 50 holiday baskets to local seniors.
- Participation on RFP Review panels.

# Statement of Purpose

The Advisory Commission on Aging advocates for Alameda County seniors by advising and collaborating with the Area Agency on Aging and providing a conduit for information to flow between local seniors, the Area Agency on Aging, providers of services, and the Alameda County Board of Supervisors.

# Committees and Their Objectives

We have three active committees each with several objectives:

- The Legislative Committee *keeps us apprised of legislation and pending legislation that will affect local seniors and helps us to determine what positions to take and how.*
- The Public Relations and Outreach Committee *interacts with local seniors and provides information and support through our newsletter and attendance at events.*
- The Services Delivery Committee *interacts with community service providers who are funded by AAA and with the clients they serve and guides us in recommending needed changes.*

# Ongoing desire for stronger collaboration with BOS

- We wish to maintain an active channel of communication with the Board of Supervisors, including acknowledgment of monthly reports and a scheduled quarterly meeting with the Social Services Committee, as well as information about when concerns re: Alameda County seniors come up in other BOS committees.
- Please continue to appoint more Commissioners!
- Continue to budget for attendance at local and national events, allowing us to share knowledge and information with other advisory commissions, to create and disseminate useful information, and to hold an annual planning retreat.

# Thank you.

Questions or feedback?