



**ALAMEDA COUNTY ADVISORY COMMISSION ON AGING**

6955 FOOTHILL BOULEVARD, SUITE 300  
 OAKLAND, CA 94605  
 CONTACT: aaa@acgov.org

**ACA EXECUTIVE MEETING AGENDA**

Monday, February 23, 2026  
 9:30AM-11AM

**In-Person Meeting**

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

**Maxwell Park Room**

[\(Directions to Conference Room\)](#)

6955 Foothill Blvd, Suite 143 (First Floor)  
 Oakland, CA 94605

**TELECONFERENCING GUIDELINES-NOTE NEW LINK:** MEMBERS OF THE PUBLIC MAY OBSERVE AND PARTICIPATE IN MEETINGS BY FOLLOWING THIS LINK: [TEAMS LINK](#). Phone: We are resolving a technical issue and will provide call-in information as soon as available. Apologies for any inconvenience.

**PLEASE NOTE:** For everyone’s online safety, Alameda County prohibits the use of AI notetaking applications in County meetings. AI applications found in the online audience will be removed by staff. Apologies for any inconvenience and thank you for your cooperation.

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.

*Schedule is subject to change and all times are approximate.*

Agenda Item	Material Provided	Presenter	Time
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
Agenda Item: Agenda for March 9th meeting: Brown Act Presentation, Parliamentarian, Budget Report, start planning next FY budget, Rescheduled presentation on AB-1069 Older adults: emergency shelters and PAL process  For Director’s Report: RFP update with timelines, Area Plan Update (Mgmt. Analyst), CSL election  Upcoming ACA meetings: Overview of County Social Services Structure and Function, Annual Plan Update, End of Life Planning for Seniors		Committee	9:35-10:35



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Action Items: Vision Statement, Calendar Bylaws: Objectives and Vice Chair responsibilities, ACA flier, recording of ACA meetings, posting of ACA documents and recordings, 2 hour Executive Committee mtgs going forward  Mayor’s Conference Presentation.			
Agenda Item: Subcommittee Chair Reports		Subcommittee Chairs	10:35-10:45
Agenda Item: Updates from AAA Director.		Director	10:45-10:55
Agenda Item: Comments or Questions Re: Items Not on the Agenda		Chair	10:55-11
Agenda Item: Adjourn		Chair	11

**Next Committee meeting is scheduled for March 23rd at 9:30 AM.** Check website [Advisory Commission on Aging \(alamedacountysocialservices.org\)](http://alamedacountysocialservices.org) for update.

**2/23 – Commission presentation to the Board of Supervisors – Social Services Committee, 2:30p.**

**3/9 – Next ACA general meeting**

**6/8 – Commission retreat**

Attachments:

Minutes of Executive Committee meeting February 2026

Draft Mayor’s Conference Presentation



**ACA EXECUTIVE COMMITTEE**

**MEETING MINUTES**

Monday, January 26, 2026 | 9:30AM – 10:45AM

**VIRTUAL MEETING**

<p><b>ACA Commissioners</b>                  Laura McMichael-Cady (Chair)                  Denyse McCowan (Vice-Chair)                  Priscilla Banks                  Michael Goetz – online                  Dori Ellis - online</p>	<p><b>County of Alameda</b>                  Jennifer Stephens-Pierre                  Amritpal Gil                  Kim Fogel</p>
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Item	Discussion / Action Item
A. CALL TO ORDER	Meeting called to order at 9:30 am Roll Call of Commissioners Quorum achieved.
B. APPROVAL OF MINUTES	A correction was made to the September 2025 Executive Committee meeting minutes to reflect the correct spelling of Denyse McCowan’s last name (previously listed as “McCowen”). Motion to approve the September 22, 2025 meeting minutes as amended:  <b>Motion</b> to accept meeting minutes from 9/22/2025 (M) Laura McMichael-Cady (S) Denyse McCowan <b>Approved.</b>
C. Agenda Item: Agenda for February 10 <sup>th</sup> Meeting. <ul style="list-style-type: none"> <li>▪ Possible speakers for 2026:</li> <li>▪ Review updated BOS Presentation</li> <li>▪ Calendar of events for ACA 2026</li> <li>▪ Ad hoc committee for updating Bylaws.</li> </ul>	<i>The Commission and AAA Staff spoke on the following topics:</i>  <b>Possible speakers for 2026:</b> <ul style="list-style-type: none"> <li>○ The commission discussed possible speakers, including the California Senior Legislature (CSL), Catherine Payne (update on Strategic Planning), updates on the Brown Act, Procurement, and Robert’s Rules, and topics on Estate and Funeral Planning.</li> </ul> <b>Mayor’s Conference/BOS Presentation</b> <ul style="list-style-type: none"> <li>○ Commissioner Banks emphasized that the Mayor’s</li> </ul>



- Ad hoc committee for Orientation Packet.
- Reminder of meeting responsibilities – recurring meeting, call if you don't receive agenda by Friday before, contact the staff liason.

Conference and the Supervisors' presentation are two separate events. The Supervisors' presentation is part of reporting responsibilities and represents a different program.

- The Mayor's Conference is intended to establish relationships and introduce new information that mayors are not currently aware of.
- Mike is preparing a slide presentation for the Mayor's Conference that includes data unfamiliar to mayors, while Supervisors already know this information.
- Jennifer Stephens-Pierre suggested that additional work be done with the Mayor's Commission, as they appear somewhat detached from the process. While they make appointments, there is concern that they may not fully understand the purpose and scope of the platform. Education and outreach will be important to address this gap. Additionally, it was strongly recommended that the Commission consider attending a meeting of Marin County's Advisory Council to observe how they connect their appointing entities with their advisory councils. This could provide valuable insight into best practices and strategies for improving engagement.
- Kim noted that there is now a standard format for presentations on behalf of the County and the Social Services Agency and expressed willingness to assist with that process. She suggested that some of the slides prepared for the Board of Supervisors' Presentation could also be used for the Mayor's Conference, as they provide a strong overview of current activities.
- Additionally, Kim recommended including slides from the AAA presentation that explain how the Advisory Commission fits into the structure and highlights some of the services being provided. These could help inform and educate the mayors about the Commission's role and responsibilities.
- Dori Ellis asked if a definite date has been set for the Mayor's Council meeting. Commissioner Banks responded that the goal is to schedule it in March. Commissioner Ellis noted that she has not yet received verification of that date.



- Jennifer Stephens-Pierre asked if scheduling in March would be possible. Dori agreed to follow up and stated she would call to confirm. Jennifer added that securing a March date would be ideal. Dori concluded by saying she will check and provide an update.
- Commissioner Goetz stated that he should be able to distribute a draft of the presentation by Wednesday and will rearrange the content he has already created based on today's discussion.

**Action Item:** Dori Ellis will contact the Mayor's Council to confirm if a March meeting date is possible and report back.

**Action Item:** The Service Delivery Committee will provide the slide presentation for the Mayor's Conference to Jennifer for her review.

- Jennifer Stephens-Pierre clarified the appointment structure for the Mayor's Conference:

Eight seats total under the Mayor's Conference:

- 4 seats for North
- 4 seats for South
- Additionally, there are three at-large positions.

**Calendar of events for ACA 2026**

- Commissioner Banks emphasized the need to develop an **annual** calendar of activities to guide the Commission's work. She suggested the calendar include:
  - ✓ Budget timelines
  - ✓ Relevant conferences
  - ✓ Nomination periods
  - ✓ Observances and key months highlighted by AAA staff
- Banks noted the calendar would serve as a working tool to improve efficiency and should be developed in collaboration with AAA.
- Jennifer noted that tracking and reporting overarching county dates is part of the new administrative specialist's onboarding plan. She asked for guidance on where this information should be reported—to the Executive meetings or another forum.

**Ad hoc committee for updating Bylaws & Orientation packet**



- It was suggested to add to the next agenda the formation of ad hoc committees for orientation and bylaws.
- McMichael-Cady reported that Commissioner Mayfield expressed interest in chairing the Ad Hoc committee to review the bylaws and serving on the committee herself.
- There was a discussion on the Committee Chair Eligibility.
- Laura mentioned she will reach out to Commissioner Mayfield, or the topic can be brought up at the next meeting to confirm her role.
- Commissioner McCowan raised a question about whether orientation falls under the Service Delivery Committee or another area. Jennifer Stephens-Pierre clarified that orientation can be placed wherever the Commission feels it is most reasonable. While it could align with Service Delivery, Jennifer suggested that orientation may best fit under Executive Leadership, rather than being assigned to a single committee.
- Commissioner Banks recommended establishing a Parliamentarian position, suggested that Commissioner Guillory would be a good fit for the role, and provided a brief description of the responsibilities of the position.

**Action Item:** Chair McMichael-Cady stated that she will email Commissioner Guillory to determine whether she is willing to accept the position.

**Reminder of meeting responsibilities**

- A reminder was given that not receiving a notification is not an acceptable reason to miss a meeting. Commissioners were advised to set a reminder for the Friday prior to the meeting to contact the staff liason if they have not received any communication.

**D. SUBCOMMITTEE UPDATES**

- ❖ Service Delivery
- ❖ Public Relations/SeniorUpdate
- ❖ Legislative
- ❖ Executive Committee

❖ **Public Relations/Senior Update:**

- Not discussed

❖ **Legislative:**

- Not discussed

❖ **Service Delivery:**



	<ul style="list-style-type: none"> <li>○ Discussion under “ Mayor’s Conference/BOS Presentation”</li> </ul>
<p>E. Updates from AAA Director</p>	
<p>F. Comments or Questions Re: Items Not on the Agenda</p>	<p>Jennifer Stephens-Pierre reiterated that the ACA Commission plans to extend the meeting time from 9:30–10:30 AM to 9:30–11:00 AM, adding an extra 30 minutes. If the transition occurs, room space will not be an issue. Meetings will begin with the new 1 hour 30-minute format starting next month. She also noted that she would not be able to be in that meeting past 10:30.</p> <ul style="list-style-type: none"> <li>❖ <b>Strategic Planning / Bylaws</b> <ul style="list-style-type: none"> <li>○ The Commission discussed the need to review and update the bylaws as part of strategic planning.</li> <li>○ A meeting with Catherine Payne is scheduled for tomorrow to discuss next steps.</li> </ul> </li> <li>❖ <b>Tracking Action Items</b> <ul style="list-style-type: none"> <li>○ Commissioner Banks emphasized that the list of action items should stand alone as a separate tool for ongoing tracking.</li> <li>○ The committee discussed the need for a structured approach to tracking ongoing action items. It was suggested that a running list of action items be maintained and forwarded to Catherine Payne so it can be attached to the agenda. This list would allow members to review and address items efficiently during meetings. The discussion emphasized that from now on, the Executive Committee will use this format to organize and follow up on ongoing action items.</li> </ul> </li> <li>❖ <b>Recess Schedule and Executive Committee Meetings</b> <ul style="list-style-type: none"> <li>○ McMichael-Cady raised discussion regarding the timing of Commission recesses and how they impact Executive Committee meetings. She noted that the Commission typically recesses twice a year, in June and December, and that the Executive Committee does not usually meet during a recess. If a June recess is taken, there will be no Executive</li> </ul> </li> </ul>



	<p>Committee meeting that month. She also noted that the May meeting may be affected by the Memorial Day holiday.</p> <ul style="list-style-type: none"> <li>○ McMichael-Cady suggested establishing a standing recess schedule, while continuing the practice of voting each January to confirm the year’s recess dates. She acknowledged that holidays or conflicts, such as ACA meetings, have required adjustments in the past. Establishing a standing schedule would provide consistency, with flexibility to adjust as needed.</li> <li>○ Commissioners discussed the possibility of including recesses in December and June in the bylaws.</li> <li>○ Commissioners discussed scheduling options when a holiday falls on a regular meeting Monday.</li> </ul>
<p>E. NEXT COMMISSION MEETING</p>	<p>The next committee meeting is scheduled for February 23, at 9:30 am</p>
<p>F.Adjorn</p>	<p>Meeting was adjourned at 11:31am.</p>

# Alameda County Mayor's Conference

Relationship Presentation

Date: TBD

Presented by Denise McCowan, ACA Commissioner, Retired  
Ombudsman, A.A.G.G

## Alameda County Advisory Commission on Aging (ACA)

### Agenda

Charter

Statement of Purpose

Build Relationships

Committees

Further Discussion/Environmental Scan

### Charter

Appointed by the Board of Supervisors *and* the Mayor's Conference, the ACA provides oversight to the Area Agency on Aging and advises on funding local services for seniors

### Statement of Purpose

Advocates for Alameda County Seniors by advising and collaborating with the Area Agency on Agency, providing a conduit for information to flow between local seniors, service providers and the Alameda County Board of Supervisors

Provides services for Alameda County adults 55+ such as nutrition, senior centers , injury prevention, Long-Term Care Ombudsman program, support for caregivers, veterans services, legal assistance and Senior Information and Assistance service

## Build Relationships

Need Municipal Representation  
Increase ACA's Awareness of Needs  
Improve Visibility/Communication  
Prioritize Intended and Stated Services  
Execute Strategic Plan

## Current Membership

21 Positions Vacancies (10 Seats)	Filled
District 1 1	1
District 2 1	1
District 3 0	2
District 4 0	2
District 5 1	1
At-Large, Boardwide 2	1
Mayor's Conference: 5	3

## Committees

Executive: Chairperson & Vice-Chairperson; Chairpersons of all committees.

Legislative: works with the SSA expert in legislation to identify any legislative initiatives that would, or wouldn't benefit older adults in Alameda County, and advocate for or against that legislation

Public Relations & Outreach: Serves as emissary between the commission and the public; seeks inform and listen to seniors, families and care givers. Primary eyes and ears of the commission to the public.

Services Delivery: Works with the community-based organizations, NGOs, and other institutions which deliver services to seniors. Monitors service delivery, identifies issues. Serves as emissary between the commission and these institutions. Primary eyes and ears of the commission to these institutions.

## Further Discussion/Environmental Scan

### Older Adult Population Growth (CWAP)

Approximately 73,000 Older Adults benefitted from these programs in 2023  
Older Adult Population Expected to Increase 51.5% between 2020 and 2060

Population for Aged 65+ increased in 19 of 20 Cities  
Seven Cities increased 0-5%  
Ten Cities increased 5-10%  
Two Cities increased 10-15%

Increasing Vulnerability for Aged 65+ in 16 of 20 Cities populations  
Eleven Cities experienced an increase of 0-5% falling below poverty level  
Five Cities experienced an increase of 5-10% falling below poverty level

Aged 60+ increased from 12% to 20.6% between 2020 and 2023  
Residents aged 60+ will comprise 25% of County Population by 2030  
\*2000 data from the US 2000 Census. 2023 data from the US Census  
American Community Survey via [censusreporter.org](https://censusreporter.org)

### Economic/Social Challenges (Based on 2023 Data)

Older Adults Aged 80+ expected to triple by 2040 (148,000 people)  
Cost of Living Outpacing Income  
27.5% of older residents live below 200% of FPL; require 230% of FPL to

make ends meet

25.3% of unhoused residents are Aged 55+; 7% are Aged 65+  
Persons of Color, Women, LGBTQ+ greater likelihood of aging into poverty  
Adult Protective Services caseload increased from 600 to >1,600 cases/  
month in 2023