



Kern County Commission On Aging

Yolanda Prado, Chairperson
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EXECUTIVE COMMITTEE MEETING MINUTES

April 5, 2023, 1:30 PM
Aging and Adult Services
5357 Truxtun Avenue, Bakersfield, CA
Video Meeting via Zoom

CALL TO ORDER

Chair Prado called the meeting to order at 1:34 p.m.

ROLL CALL OF EXECUTIVE COMMITTEE MEMBERS

(*Chairperson, **Vice Chairperson, *** Parliamentarian)

Executive Members Present: Barbara Goodlow, Kris Grasty, Jan Lemucchi, **Stephanie Lynch, Linda Oswald, *Yolanda Prado, and ***Judy Snyder

Excused Absence: None.

Quorum present: Quorum confirmed by Jeremy Oliver

Commission on Aging Members Present: None.

Honorary Commissioners Present: None.

Aging & Adult Services Staff Present: Laura Juarez

Guests Present: None.

DISCUSSION ITEMS:

- **Centenarian Recognition Program** – The Committee reviewed the draft press release letter and letter to Activities Directors. Laura will work on creating a certificate. A discussion was held about how to present the certificates. Commissioner Gonzalez and Jeremy Oliver can provide lists of all Assisted Living Centers. Laura will send both letters to the Commission for their review/approval.

- **Older Americans Month Resource Fair** – This year's senior health fair is scheduled for May 20, 2023, from 9 a.m. to 1 p.m. in the Aging and Adult Services parking lot and conference rooms for some training demonstration pieces. A flyer will be sent to all Commissioners as soon as it is ready. The Commission will have a resource vendor table and will hand out jar openers. The COA brochure will need to be updated. Chair Prado will ask for volunteers to help at their table.
- **Elder Abuse Prevention Conference** – This year's conference will be held in person at Hodel's County Dining on June 15, 2023, to coincide with World Elder Abuse Awareness Day. Laura is working on getting 14 resource vendors for the conference. Dodger tickets will be donated again this year to raffle.
- **Commissioner Badges, Business Cards, & Shirts** – Laura will need a list of which Commissioners need a new or replaced name badge. It was requested to have a generic business card made that all Commissioners can use. The Department will cover the cost of the badges and business cards.
- **Commissioner Decorum and Expectations** – Now that we have returned to in person meetings, it's a great time to review and revise the Commissioner Decorum and Expectations. Commissioner Grasty will review the current Decorum and will discuss this matter further in May's Executive Committee meeting.
- **Virtual COA Meeting Bakersfield Senior Center** – Chair Prado provided feedback on the first hybrid Regular Commissioner meeting at Bakersfield Senior Center. There was a lot of audio feedback, and it was difficult to hear. Jeremy shared that he is working on purchasing equipment that will help eliminate a lot of that audio feedback. It was reiterated that Commissioners are required to attend COA regular meetings in person, and COA Ex-Officio members can attend via Zoom, but preferably in person. If the Commissioner needs to attend virtual, they are to request in advance, if possible, and state on record why they are appearing via Zoom. Email Laura and/or Jeremy for the link to join via Zoom.
- **COA Bylaws** – The revised COA Bylaws were approved and adopted by the Board of Supervisors on March 28, 2023. Laura will send an electronic copy to all Commissioners. If Commissioners want a hard copy, they are to email Laura letting her know if they choose to pick up their copy or will get their copy at the Regular meeting.
- **COA Officer Nominations** – Officer Nominations voting is coming up in June 2023. A slate will be presented at the May 2023 minute. Nominations for Chair, Vice-Chair, and Parliamentarian can be sent to Commissioner Brown, Commissioner, Goodlow, and Commissioner Jackson. Commissioner Goodlow received some nominations.
- **Volunteer Recognition** – Commissioner Grasty purchased pens to recognize senior nutrition volunteers. The pens should be arriving soon. Laura will create one certificate for the senior center, displaying all senior nutrition volunteers' names.

- **C4A Annual Conference** – Parliamentarian Snyder and Commissioner Lemucchi will be attending this year's C4A Annual Conference in Glendale, CA on May 8-9, 2023. Commissioner Wright will also attend as the TACC representative.
- **New Commissioner Orientation** – Chair Prado and Parliamentarian Snyder completed orientation for all new Commissioners. Vice-Chair Lynch also attended and observed the orientation. Orientations will continue as we get new Commissioners.

CORRESPONDENCE:

1. Parliamentarian Snyder wrote a letter to Christine Peters, Editor of Bakersfield Life Magazine, regarding future publications for suggestions and contact updates. The letter was approved and will be mailed by Laura.
2. An Action Item will be placed on the Regular meeting agenda to vote if the COA will write a letter to Legislators to support AB 817 (Pacheco D) and SB 411 (Portantino D). These Bills address changes to the Ralph M. Brown Act regarding teleconferencing for meetings.

ACTION ITEMS:

1. **Approval of March 1 2023 Executive Committee Minutes** – The minutes were approved as prepared. **(M/S/A/O) – Lemucchi/Grasty/None/None. Motion carried.**
2. **Approval of April 17, 2023 Regular Meeting Agenda** - The agenda was approved with revisions. **(M/S/A/O) – Grasty/Goodlow/None/None. Motion carried.**

ADJOURNMENT - The meeting adjourned at 3:36 p.m.

Respectfully Submitted,

Jeremy Oliver, Secretary