



Kern County Commission On Aging

Yolanda Prado, Chairperson
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EXECUTIVE COMMITTEE MEETING MINUTES

May 3, 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 1:35 p.m.

ROLL CALL OF EXECUTIVE COMMITTEE MEMBERS

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

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

Excused Absence: Jan Lemucchi and ***Judy Snyder

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: Tammy Hartsch

DISCUSSION ITEMS:

- **Centenarian Recognition Program** – Members of the Committee created labels, folded and stuffed the Centenarian Recognition letters in envelopes, and mailed them to over 100 facilities. Laura is sending them to the senior center coordinators. Jeremy will be talking about the program at the Board of Supervisors meeting when they proclaim the month of May "Older Americans Month in Kern County."

- **Older Americans Month Resource Fair** – Flyers for the Resource Fair have gone out and it has also been posted on the AASD and COA website. Leslie Devitt wrote about the Resource Fair in the May DEAR Newsletter. Chair Prado ordered jar openers to hand out at the COA table. They will be delivered to Laura at AASD. We will have document shredding, pet adoptions, and different educational presentations about Adult Protective Services, Scams, HICAP, In-Home Supportive Services information, Greater Bakersfield Legal Assistance, Inc., Digital Divide, and overview of the different services offered by AASD. The COA brochure will need to be updated. Chair Prado, Parliamentarian Snyder, and Commissioner Lemucchi volunteered to be at the table. Hopefully she'll get more volunteers during the regular COA meeting. Laura has the COA canopy and table cover and will have it ready.
- **Elder Abuse Prevention Conference** – We currently have 8 vendors signed up so far, 1 pending. We will likely have more interest once the registration forms are sent out. Laura will reach out to other vendors to see if they are interested in attending this year's conference. Early registration will cost \$30/person up to May 31st, then \$40/person up to the deadline of June 9th. Jeremy will contact Lito to see if Dodger game tickets will be donated again this year to raffle during the conference. Parliamentarian Snyder and Commissioner Morris will be in charge of the ticket sales.
- **COA Brochures** – Laura will look for new photos and update the existing COA brochure and will print and have them ready to distribute at the Health Fair.
- **Commissioner Decorum and Expectations** – There was a discussion about changes to the COA Decorum and COA Expectations. The Committee discussed incorporating both into one page. All Commissioners will be required to review and sign during the new Commissioner orientation. All existing Commissioners will also be required to review and sign for the Secretary to keep in his electronic folders for each Commissioner. There was also a discussion about everyone silencing their cell phones and/or electronic devices prior to the flag salute/moment of silence. This item will be placed on the June COA Executive Committee meeting for review, and then will go on June's COA Regular meeting for voting. A copy will be given to Commissioners to keep for their records. It was suggested that the Parliamentarian be responsible for ensuring compliance. Thanks to Commissioner Grasty for all her work on drafting this document.
- **Appointment Checklist (Talking Points)**– The Commissioner Appointment Checklist was reviewed by the Exec. Committee. Laura corrected typos and formatting issues, as suggested by Commissioner Grasty and Commissioner Lemucchi. The Talking Points are included in the COA Expectations. The final draft will be sent out to all Commissioners for review due to grammatical errors. Hot topics can be items discussed at Commission meetings, or you can ask the Director of Aging and Adult Services if there's any hot topics to discuss with Commissioner appointees.
- **Glossary of Acronyms** – The glossary has been revised to include additional acronyms that were in the Area Plan Update and will be emailed to Commissioners.

- **2022-2023 COA Highlights** – Chair Prado will work on the COA Highlights that are due and will be sent to the Board of Supervisors by June 30, 2023. The Committee went over events that happened within the last two years that can be added to the highlights.
- **Regular COA Meeting (Hybrid)** – Jeremy confirmed we will have a hybrid meeting in Delano for this month's meeting and we are looking for ways to improve the audio.
- **COA Appointments/Resignations** – Chair Prado shared that Commissioner Wright resigned from the COA at this time. We have one new appointment pending for District 5. Commissioner Grasty reported we received a new application from a young man, who is an IHSS provider. She sent him additional information about COA and isn't sure if he will want to continue with his application.
- **Letter to Christine Peterson** – Chair Prado reported she has not received any feedback from Christine Peterson, Editor of Bakersfield Life Magazine, regarding the letter sent by COA about future publications for suggestions and contact updated.
- **COA Bylaws** – The revised COA Bylaws were approved and adopted by the Board of Supervisors on March 28, 2023. Laura received only a few requests to receive a copy of the Bylaws at the Delano meeting. Laura will print copies for all Commissioners and will distribute them at the COA Regular meeting.
- **Richard Prado Senior Center** – Chair Prado announced the Richard Prado Senior Center reopened April 25, 2023.

CORRESPONDENCE:

1. The vote to write a letter to Board of Supervisors and Legislators was approved during the April COA Regular meeting regarding supporting AB 817 (Pacheco D) and SB 411 (Portantino D). These Bills address changes to the Ralph M. Brown Act regarding teleconferencing for meetings. Jeremy shared that the Board of Supervisors has already submitted letters in support of these Bills. It was suggested that our California Senior Legislator Representatives, Commissioner Lemucchi and Commissioner Snyder, take the lead on writing the letter(s).

ACTION ITEMS:

1. **Approval of April 5, 2023 Executive Committee Minutes** – The minutes were approved with a correction to page 2.
(M/S/A/O) – Grasty/L. Oswald/None/None. **Motion carried.**
2. **Approval of May 15, 2023 Regular Meeting Agenda** - The agenda was approved.
(M/S/A/O) – Lynch/L. Oswald/None/None. **Motion carried.**

ADJOURNMENT - The meeting adjourned at 3:11 p.m.

Respectfully Submitted,

Jeremy Oliver, Secretary