



Kern County Commission On Aging

Stephanie Lynch, Chairperson
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EXECUTIVE COMMITTEE MEETING MINUTES

January 10, 2024, 1:30 PM
Aging and Adult Services
5357 Truxtun Avenue, Bakersfield, CA
Video Meeting via Zoom

CALL TO ORDER

Vice-Chair Snyder called the meeting to order at 1:30 p.m.

ROLL CALL OF EXECUTIVE COMMITTEE MEMBERS

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

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

Virtually: *Stephanie Lynch

Excused Absence: None.

Quorum present: Quorum confirmed by Jeremy Oliver

Commission on Aging Members Present: Susan Bodnar

Honorary Commissioners Present: None.

Aging & Adult Services Staff Present: None.

Guests Present: None.

DISCUSSION ITEMS:

- **Email to Commissioner Regarding December 2023 Events** – Chair Lynch shared that an email will be sent to the Commissioners to let them know that the Employee Recognition Committee distributed pens and candy canes to AASD employees in December, and the request for articles written to be published in the Bakersfield Life

Magazine was last minute and that is why they didn't get a chance to have full participation from the Commission in order to meet their short deadline.

- **Article in Bakersfield Life Magazine** – Vice-Chair Snyder shared that there was a wealth of information distributed in the articles written by AASD, COA, and others, and she was very pleased with how it was laid out. Jeremy requested additional copies of the magazine from Christine Peterson. Commissioner Prado asked how this information is distributed so that seniors will have access to the magazine. She would like to see the articles posted on the COA website and discuss later how we can get more people to be able to see it. Commissioner Oswald agreed to have information posted on the COA website. Commissioner Lemucchi suggested having a copy at each of the senior centers. Laura suggested posting a flyer on AASD social media pages about the COA, listing their website, and about Centenarians.
- **Interest in Appointment to the State of California Commission on Aging** – Commissioner Lemucchi shared that she is interested in applying but would like to know more about what it all entails. Jeremy shared that there is a component about attending meetings (could be virtual) and will send the information to her.
- **Ethics Training Standing Rule** – Parliamentarian Grasty reported she drafted the Standing Rule but is having difficulty with writing the end part about repercussions for not taking the mandatory training. She will send the draft to the Exec. Committee for review and discussion at next month's meeting.
- **COA Orientation Binder** – Parliamentarian Grasty volunteered to review the current COA Orientation binder to review what is needed in the binder, and what can be removed and/or posted on the COA website. This will be discussed further at next month's Exec. meeting.
- **New Commissioner Orientation** – Commissioner Prado shared that new Commissioner orientation was held November 29, 2023, for Commissioner Hodges and Commissioner Dhillon. Commissioner Prado will share the criteria that she and Vice-Chair Snyder use during orientation.
- **Vial of Life** – Vice-Chair Snyder shared that as of October 2023, the Public Health Department now has a supply of Vial of Life's available in lots of 5 unless you are having an event, you can get more. Parliamentarian Grasty shared, and Jeremy confirmed that AASD received and still has some available.

CORRESPONDENCE:

- Commission Correspondence
 1. Received and accepted resignation letter from Vice-Chair Snyder, resigning from representing the COA on the IHSS Advisory Committee.
 2. Letter sent to AASD from Chair Lynch, recommending Commissioner Hernandez be appointed to the IHSS Advisory Committee.
 3. Jeremy sent a Memo to the Clerk of the Board with Chair's Lynch letter of recommendation. We were informed by the Clerk of the Board that Commissioner Hernandez's appointment will be placed on the agenda for approval at the January 23rd Board of Supervisors meeting. The position will remain vacant until the Board of Supervisors officially makes the appointment. It is a public meeting so anyone can still attend and make an "observation" report.
 4. A letter will be sent to Christine Peterson, of the Bakersfield Californian, thanking them for publishing the articles in the Bakersfield Life Magazine.

ACTION ITEMS:

1. **Approval of November 1, 2023, Executive Committee Minutes** – The minutes were approved with an amendment to page 2.
Motion/Second/Abstention/Objection (M/S/A/O) –
Grasty/Prado/Snyder, Lemucchi/None. Motion carried.
2. **Approval of January 22, 2024, Regular Meeting Agenda** - The agenda was approved with amendments to page 1 to include the name of the guest speaker and to include an Action Item (approval of October 2023 meeting minutes).
(M/S/A/O) Lemucchi/Oswald/None/None. Motion carried.

ADJOURNMENT - The meeting was adjourned at 2:19 p.m.

Respectfully Submitted,

Jeremy Oliver, Secretary