Planning, Legislative and Communications Committee Meeting Minutes

Sept. 10, 2026, 12:15 pm – 2:15 pm

Minutes Summary

RECORDER: Amy Dietz, Staff, Area Agency on Aging (AAA)

LOCATION: 10 N. San Pedro Rd., Room 1018, San Rafael

PRESENT: Committee members: Diane Doodha, Lauren Elkin**,** Lee Notowich, and Peter Rubens

Other: Luanne Mullin, Camille Jolly, Sue Krenek, Karen Hawkey, Suzanne Sadowsky (on Zoom), Teri Dowling

EXCUSED: ABSENT: Diana Lopez

Call to Order:
The meeting was called to order at 12:26 pm.

Approval of Agenda:
Motion Notowich, Seconded Elkin, approved 3-0.

Approval June 2026 Minutes:
Motion Notowich, Seconded Elkin, approved 3-0.

Open Time for Public Expression:

- Karen Hawkeye expressed that the Resource Guide could be enhanced through AI. She was asked to add and present at the next agenda.
- The committee expressed gratitude to Sue Krenek for her work with the commission.

Discussion/ Voting

- Calendar discussion

- Proposal is to move to a 18-month calendar.
- Chair Elkin made a motion that there be an internal calendar for all individual committee and the commission to be reviewed on a rolling 6-mos. basis for 18 mos. Vote: 2 yes, 1 no.
  - Diana Doodha did not vote because she was late to the meeting.

- Committee composition and roles:
  - Legislation
    - County platform
    - Advocacy
    - Where do we need to advocate on state and federal level? Do we write letters? Give 15 mins per meeting to CSL reps.
    - Should leg be a part of this committee?
    - Vice-Chair Notowich will take the lead
  - Planning
    - Area Plan, Calendar, Agenda for retreat
  - Communication
    - Newsletters, Distribution of Resource Guide, Presentations to town councils/ supervisors (mentorship from PLC), Elevator pitch, Provide mentorship and support, Communication with the AAA, Communicating the goals and services of the AAA
    - Communicate with Age-Friendlies, Villages, etc.
- Retreat Agenda
  - The retreat will be discussed at the general meeting.
  - Looking for commitment from each commissioner to do something.
  - People report out at future commission meetings.
  - District representatives working with their town/ city representatives.

Data Report:

- Staff member Dietz gave a tutorial on three data sources utilized by the AAA :
  - Marin Health Equity Dashboard
  - 2024 Marin Older Adult Needs Assessment
  - https://data.census.gov/

Staff Report

- AAA Manager Jolly gave an update on the Office Assistant recruitment
- Staff member Dietz reminded the committee about Vivalon's fall prevention week.

- Mill Valley Recreation Center will be the new Fri. congregate meal site.
- RFP review panel for new congregate meal vendor this week.

New Business:

- AI presentation on Resource Guide (Hawkeye)
- Update on Community Resource Guide Distribution

Meeting adjourned at 2:21.

Next Meeting: Oct 15