COMMISSION ON AGING
EXECUTIVE COMMITTEE MINUTES

Monday, October 26, 2026 - 3:00 P.M. to 4:30 P.M.

Minutes Summary

Recorder: Gary Lara, Staff, Area Agency on Aging (AAA)

Location: 10 N. San Pedro Rd., Conference Room 1018

Committee Members Present:

Lauren Elkin, Chair
Joan Clemmons, Vice Chair
Kay Winer, Secretary
Peter Rubens, Planning, Legislative and Communications Chair
Rhea Brown, Health and Nutrition Chair
Tricia Smith, Housing and Transportation Chair

Committee Members Not Present:

COA Appointees: Non Executive Committee Members: Suzanne Sadlowsky, Diana López

Area Agency on Aging Staff:

Jenay Cottrell, Director
Camille Jolly, Program Manager

Public: None

Call to Order and Roll Call
Chair Elkin called the meeting to order at 3:00 p.m.

Approval of Agenda
Motion/Seconded/Carried (M/S/C) – Smith/ Brown/ 6-0.

Approval of Minutes
M/S/C – Rubens/ Brown/ 6-0.

Open Time for Public Expression on Matters not on the Agenda:

CSL representative Diana López provided an overview of current CSL activities and noted they are working on the contact list. The legislative procedure process has commenced.

López also discussed the governor's signing of SB 971, Healthy Aging Community Partnership Program.

Discussion/Voting Items:

a) Executive Committee meeting times and dates (November 2026 - December 2027)

The Planning, Legislative and Communications committee is reviewing its schedule. The committee is considering changing the meeting time to Wednesdays at 12:30 p.m.

Camille Jolly is working on confirming conference room availability to accommodate this proposed change.

b) Committee and liaison list

Chair Elkin reviewed the committee and liaison list and discussed placement of the CSL members under the PLC Committee. The Executive Committee provided input on additional updates to the list that the AAA will make.

c) October 30, 2026 retreat update

A quorum is established for the retreat. 15 commissioners have confirmed their attendance. A staff member from the Clerk of the Board's office will attend. Lunch is being provided to commissioners at no cost.

d) November general meeting AAA overview presentation

Chair Elkin noted the AAA presentation will be moved to January 2027 due to another priority. Instead, the November general meeting will focus on how the commission wants to provide input to the County's Strategic Planning process, including and during the various stakeholder meetings throughout the county. Elkin will send the stakeholder meeting dates to all commissioners.

Chair, Vice Chair and Secretary Reports:

Chair Elkin:

Chair Elkin had no further updates.

Vice-Chair Clemmons:

- Commissioner Clemmons: No update.

Secretary Winer:

- Commissioner Winer: No update.

Aging and Adult Services Report:

Director Jenay Cottrell reported.

- Aging Action Initiative Steering Committee (AAI SC) voted to support HHS in seeking approval for AAI to reboot and pursue an aging and disability initiative. At this time, this request is scheduled to go on the Board of Supervisors' agenda on consent on December 8, 2026. AAI SC will hold its next meeting tomorrow.
- The AAA's fiscal audit was closed by the state. All administrative accounting practice changes our CFO proposed have been implemented and were approved as part of this process.
- Attended the California Welfare Directors Association's conference earlier this month in Southern California. There was a lot on how to roll out changes created by House Resolution 1 around Medi-Cal as well as a lot around helping staff deal with the resulting increased workloads.

Program Manager Camille Jolly reported.

1. Porchetta Toscana is starting in November as the new congregate meal vendor. AAA staff and the vendor have been meeting with all the sites last week.
2. OA III - Allison Powell is starting November 23.
3. Sue Krenek will assist Commissioner Winer with the November commission calendar and train Allison on this as a top priority.
4. Sue will also cover the Housing and Transportation committee meeting in November as AAA staff will be in Orange County for the C4A conference. Mandy Reyes or Camille Jolly will cover the Health and Nutrition meeting on the Monday prior to the conference. No impact to the Planning, Legislative and Communications committee.
5. Mill Valley Recreation Center will be starting congregate meals on Fridays in January 2027. The commission will be asked to collaborate with promotion of this new site, including distributing flyers.
6. Area Plan Update, FY 26-27 was approved by the state. There were very few corrections.
7. Cat Woods Williams is onboarding seven new volunteers in the I&A unit for Nutrition programs.
8. AARP requested the AAA to collaborate in 2027 for another Scam Jam forum. The next step will be to identify the location for the event which will tentatively be held in the northern part of the county
9. Community Resource Guide distribution continues to go well.

Committee Reports:

a) Health & Nutrition

Chair Brown distributed the flyer announcing the forum in partnership with the Commission on the Alzheimer's Association entitled "Brain Health and Memory: Understanding Changes and Taking Action." The event will take place on Friday, November 20, 2026 at the San Rafael Community Center from 10 a.m. to 12 p.m.

b) Housing & Transportation

Chair Tricia Smith noted the last meeting featured a presentation from Marin Housing Authority on the benefits of landlords accepting Section 8.
Next month's meeting will have a presentation from Meredith Parnell from St. Vincent's and

Luke Barnesmoore with the Senior Life Foundation.

c) Planning, Legislative and Communications

Chair Peter Rubens spoke about the use of AI technology to assist the public with questions pertaining to the Community Resource Guide. A community member provided an overview of this technology during their meeting of October 15.

New Business Items for the Next Agenda:

a. Retreat debrief
    i. What worked well/what could be improved for next time?
    ii. 2027 retreat pros and cons and time of year
    iii. Committee key priorities, action plans and alignment strategies
b. Revisions to current bylaws per new County policies and template
c. Resource guide update, including online version and language translations
d. Commissioner Winer update on the food distribution event taking place in January 2027.

Adjournment: 4:30 p.m. M/S/C – Smith/ Clemmons/ 6-0.

Next meeting date: Monday, November 23, 2026