Commission on Aging
Retreat Minutes

Friday October 30th 2026 9 am-3.30pm
Draft – For review at November 2026 General Meeting

2026 Retreat Minutes Summary

Recorder: Camille Jolly, Staff, Area Agency on Aging (AAA)

Location: In Person Only
Marin Clean Energy, Charles McGlashan Conference Room
1125 Tamalpais Dr., San Rafael, CA 94901
Outside location: N/A
Attendance:
Present: Alexovich, Barry, Binkley (left at lunch), Brown, Czech, Clemmons, Donnally, Doodha, Elkin, Hill (arrived at lunch) Holtz, Notowich, Phegan, Smith and Winer.
Excused: Gould, Rubens, Sadowski, Silverman and Lopez.
Absent: NA
Community Members: Salamah Locks
County Employees: All Day- Director Jenay Cottrell (AAA), Camille Jolly (AAA), Omar Rascon (Office of the County Executive), Morning Introductions only- Amy Dietz (AAA), Mandy Reyes (AAA)

Call to Order and Roll Call:
Chair Elkin called the meeting to order at 9:18am

Approval of Agenda:
Motion/Seconded/Carried (M/S/C) – Doodha/Smith/14-0

Open Time for Public Expression on Matters not on the Agenda

- Director Cottrell and AAA Staff introduced themselves, welcomed new commissioners and gave small token and gesture of gratitude to all MCCOA members.

- Omar Rascon- Clerk/ BOS was in attendance and introduced himself.

Chair's opening remarks (Elkin)

MCCOA Chair went over a PowerPoint clarifying public comment and participation, respectful dialogue, active listening, positive communication. Information shared by Chair was also provided in a PowerPoint and handout.

Introductions of MCCOA participants and new commissioners

Facilitated Discussions (Facilitator, Commissioner Phegan)

Facilitator Commissioner Phegan went over the schedule for the day and the agenda packet. Phegan noted a consensus approach to decision making.

Commissioner Phegan facilitated a group icebreaker activity – Get-to-Know You Bingo

Facilitated Discussion- Morning Session
Identify Successful Outcomes, Goals and Action Plans for the below:

i. **Roles and Relationships**-Step 1 listing issues. Step 2- Possibilities
ii. **Successful Outcomes-** Step 1 Issues Step 2 Outcomes and Possibilities
iii. **Topics & Goals** Step 1 Issues and Actions.

For details, see attached retreat notes.

Lunch break 12.15-1.00 PM

Attendance change: Commissioner Hill arrived during lunch and was introduced to group after lunch. Commissioner Binkley left at lunch.

Facilitated Discussion- Afternoon Session
Attendees grouped themes from morning discussion regarding Roles and Relationships, Successful Outcomes and Topics and Goals Issues, Possibilities and Actions. Draft group themes included: Onboarding, MCCOA Meeting Culture; Communication- Community/ Outreach and Connection; Prioritizing Goals; Partnership; Internal Communication.

- Discussion on aging issue priorities were not discussed. A follow-up survey is potentially to be sent to attendees.
- Commissioners went over the different points discussed above and put their signatures next to items they felt passionate about. Facilitator took detailed notes.

For more details, see attached retreat notes.

Discussion Recap
Facilitator led discussions on the pros and cons of the process of the retreat.

For details, see attached retreat notes.

No Vote today

Adjournment: 3.20 p.m.
M/S/C – Smith/Clemmons/14-0

Next General Commission meeting date: Monday, November 16, 1.30 - 4.30pm.