

**ADULT & AGING COMMISSION
EXECUTIVE MEETING MINUTES
Wednesday September 11, 2019
12:00 –2:00 PM
4600 Broadway, Room 2020, Sacramento 95820**

Present: Susan Takahashi, Patty Wait, Jim Donovan, April Carni

Absent: Casey Simon

1. Approve August meeting minutes were not available.
2. Business updates
 - a. Age Friendly initiative status City of Sacramento – Patty stated Helen Selph will be presenting the City of Sacramento Draft Vision and Guiding Principles at our next AAC meeting.
 - b. AAC presentation to cities – Patty will email Keaton to see if BOS is in support of AAC meeting with cities.
3. Area Agency on Aging 4 – Linda will give presentation about ADRC at next AAC meeting.
4. Commission assignments – Casey was not able to attend meeting today, but she provided updated lists: commission roster, liaison assignments and district workgroups. The group discussed liaison assignments and whether some of the assignments should be continued or not, which liaisons were open for commissioners. Also discussed commission roster and what commissioners are terming off at the end of the year, and how we will recruit for new members. Casey will bring this discussion to the AAC meeting.
5. Room and Board – Patty will email Keaton to ask if there is anything new to report
6. Annual Report – Catheryn will lead discussion at next AAC meeting.
7. Townhall meetings with AAA4 – Email from Will Tift that AAA4 has decided to hold just one Town Hall meeting, date to be determined.
8. Bylaws revision – Discussed revising bylaws to change Executive Committee composition to Chair, Vice Chair, Secretary and ROC Chair. This will make it easier to have quorum as it is difficult for district reps to make all meetings. Silvia has drafted change to Bylaws and all agreed to take forward to AAC.
9. Adjourn