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Executive Director
Sandra Fitzpatrick

EXECUTIVE COMMITTEE MEETING MINUTES

Radisson Hotel
San Francisco, CA

TUESDAY, JUNE 11, 2013

I. Call to Order, Roll Call and Establish Quorum

Commissioner Bettis called the meeting to order at 8:04 a.m.

Commissioners Present: Bert Bettis, Donna Benton, Lucy Fisher, Paul Downey, Marian Last, Barbara Mitchell

Commissioners Absent: Virgie Walker

Staff: Sandi Fitzpatrick, Marcella Lopez, Carol Sewell

Guests: Commissioner Ed Walsh, Andrea Rita

A quorum was established

II. Approve Agenda

The June 11, 2013 Executive Committee meeting agenda was reviewed.

M/S/C (Downey/Fisher)

TO APPROVE THE JUNE 11, 2013 EXECUTIVE COMMITTEE MEETING AGENDA

III. Approve Minutes

A. April 24, 2013 Meeting

B. May 30, 2013 Meeting

The April 24, 2013 Executive Committee meeting minutes and the May 30, 2013 Executive Committee meeting minutes were reviewed.

M/S/C (Benton/Fisher)

TO APPROVE THE APRIL 24, 2013 EXECUTIVE COMMITTEE MEETING MINUTES AND THE MAY 30, 2013 EXECUTIVE COMMITTEE MEETING MINUTES.

IV. Public Comment

None

V. Comments from the CCoA Chair

Commissioner Bettis welcomed commissioners and thanked staff for their work on the agenda. Commissioner Bettis reminded commissioners that each has been assigned a mentor.

VI. Unfinished Business

A. State Plan on Aging

Commissioner Bettis reviewed the Commission's letter to CDA Director Lora Connolly, expressing the Commission's comments on the State Plan on Aging.

B. New Commissioner Orientation

Fitzpatrick reviewed the day's agenda and the orientation schedule for new Commissioners.

C. Elder Justice Summit Update

Fitzpatrick provided an update on the Elder Justice Summit, co-hosted by the California Elder Justice Coalition (CEJC) and CCoA, which will be held in September in Sacramento. CCoA staff has been handling logistics, including meeting planning, fund-raising, and support for planning committee activities.

VII. New Business

A. Operational Plan Update

Commissioner Bettis reviewed the purpose of the Operational Plan and identified Commission goals for 2014. Commissioner Fisher provided the Operational Plan Update, pointing out that more concrete goals will be recommended at a subsequent meeting.

VIII. Director's Report

A. CCoA Administration Details

1. Worker's Compensation Claim

Fitzpatrick provided an update on the Worker's Compensation claim.

2. FI\$Cal

Fitzpatrick provided a FI\$Cal update. Staff recently attended a one day FI\$Cal training.

3. End of Year Closeout

Fitzpatrick reviewed accounting needs for the coming end of the fiscal year.

4. ASA – San Diego – March 11 -14, 2014

Fitzpatrick announced the annual American Society on Aging (ASA) conference will be held in San Diego, March 11-14, 2014.

IX. Adjourn

Meeting adjourned at 8:40 a.m.