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**Executive Director**  
Sandra Fitzpatrick

## CALIFORNIA COMMISSION ON AGING OPERATIONAL PROCEDURES & BYLAWS COMMITTEE MEETING

Thursday, November 8, 2012  
10:00 a.m.

**TELECONFERENCE MEETING**  
Call-in number (916) 255-4466

**The following meeting locations will be open to the public to listen-in to this teleconference call:**

Residence of Commissioner Davis  
1604 Henderson Street  
Eureka, CA 95501  
(707) 442 – 6255 for directions

CCoA Office  
1300 National Drive # 173  
Sacramento, CA 95834  
(916) 419 -7591 for directions

Office of Commissioner Walker  
1221 South Western Ave  
Los Angeles, CA 90006  
(323) 735-1231 for directions

Office of Commissioner Monck  
2261 Tuolumne Street  
Vallejo, CA 94589  
(707) 552-3336 for directions

Residence of Commissioner Bettis  
10342 Reigl Road  
Wilton, CA 95693  
(916) 687 – 6818 for directions

### **PROPOSED AGENDA**

Jim Davis, Chair

All listed times are approximate and are subject to change. The following items are scheduled for consideration by the Committee, which may or may not choose to take action.

- I. Call to Order, Roll Call and Establish Quorum
- II. Approve Agenda

III. Public Comment

IV. New Business

A. Robert's Rules of Order: Definition of Committees

B. Proposed Amendments to CCoA Bylaws

C. Proposed Amendments to CCoA Standing Rules

V. Adjourn

Commission meetings are open to the public and are held in barrier-free facilities in accordance with the Americans with Disabilities Act. Please contact the Commission Office at (916) 419-7591 to RSVP for this meeting. Information regarding CCoA agendas and meeting minutes may be obtained at [www.ccoa.ca.gov](http://www.ccoa.ca.gov) or by writing the California Commission on Aging, 1300 National Drive, Suite, 173, Sacramento, CA 95834.