



Karol Swartzlander, Executive Director  
Gavin Newsom, Governor

## **CCoA Executive Committee Meeting Minutes**

Thursday, August 28, 2025

### **1. Call to Order, Roll Call, Establish Quorum**

Chair David Lindeman, Commissioners Alex Davis, Janet Frank, Brendalynn Goodall, Ben Jauregui present.

A quorum was established.

### **2. Public Comment**

None.

### **3. Approve July 31, 2025, and August 14, 2025 CCoA Executive Committee Meeting Minutes. MINUTES APPROVED.**

### **4. Consideration of CCoA Memorandum of Understanding (MOU) with Eldera**

Commissioners recommended the following modifications to the MOU: modify the term to a six-month time frame, remove CCoA evaluation responsibilities, and include data collection by Eldera on California impacts and demographics. A virtual vote on the revised MOU will be taken to expedite approval.

### **5. Approve CCoA Sponsorship Policy – Action**

Swartzlander reviewed the year's expenditures and the proposed revisions to the sponsorship policy. Commissioner Davis will update the Executive Committee on spending and donations on an ongoing basis. Sponsorships are dependent upon CCoA raising additional revenue. A document outlining the donation policy will be developed.

**Vote to approve the Sponsorship Policy 1.0.**

**APPROVED.**

(M/S/C) (Frank/Davis)

### **6. CCoA Calendar 2026 Discussion**

The locations of the Informal Hearing in May and the General Meeting in September were discussed. Committee members agreed on the importance of the Commission holding meetings throughout California. The tradition has been to hold a meeting in the county of the outgoing Chair, which for 2026 would be Oakland.

### **7. 2026 Priorities - Discussion**

Swartzlander shared an updated copy of the CCoA Policy and Priorities, which documents projects that have been completed and are currently in progress. Staff will request full



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Commission input on the Policy and Priority document at the September 18 General Meeting, with the goal of approving a final draft at the November 5, 2025, General Meeting.

## **8. Chair/Executive Director Updates**

- a) Staff Recruitment
  - 1. The Administrative Analyst (Associate Governmental Programs Analyst) position was posted, and 50 applications were received.
  - 2. The Legislative Director position is pending final Human Resources approval before posting.
  - 3. State agencies were instructed to release all retired annuitants. Unfortunately, Peter Anderson will be leaving CCoA as of September 5, 2025.
- b) Two more Commissioners are needed to serve as mentors for new Commissioners
- c) A May 22 hearing findings and recommendations update will be distributed to Commissioners and May 22 panelists for input before the September 18 General Meeting.
- d) The Nominations Committee timeline was shared. Statements of Interest will be requested and due to Swartzlander on October 13, 2025.
- e) The September 18, 2025, General Meeting agenda was previewed.
- f) Staff shared the draft Commissioner Handbook with the EC for review before the New Commissioner Orientation.
- g) Chair Lindeman, Commissioner Frank, and Swartzlander will meet to discuss the future of the Behavioral Health Committee.

## **9. CCoA Work Plan Update**

Postponed for a future meeting.

## **10. Public Comment**

None.

## **11. Commissioner Comments**

None.

## **12. Adjourn**

Meeting adjourned at 9:33