

Advisory Council for Aging & Independence Services  
**EXECUTIVE & MEMBERSHIP SUBCOMMITTEE**

August 24, 2020 | 10:30 a.m.

Virtual Meeting

Call In: 1 (619) 343-2539

Conference ID (access code): 336 909 72#

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**MINUTES**

	Members	Absent Members	Guests
Attendance:	Lorelei Taylor, Chair John Osborne, 1 <sup>st</sup> Vice Chair LaRue Fields, 2nd Vice Chair Stephen Huber, Secretary Rosemarie Bahmani, Immediate Past Chair		
	<b>Staff</b>		
	Renée Sherrill		
Item	Outcome		
1. Call to Order & Attendance	<p><b>Lorelei Taylor, Chair, called the meeting to order at 10:32 a.m.</b></p> <p>a. <u>Welcome &amp; Guest/Member Introductions</u></p> <p>b. <u>Confirmation of Quorum</u> (quorum is 3): 5 members present at beginning.</p>		
2. Standard Business	<p>a. <u>Public Comments/Announcements</u>: R. Sherrill reported that AIS now has a Zoom account that may be used for Council and subcommittee meetings. B. Castillo may create recurring meetings for subcommittees upon request.</p> <p>b. <u>Approval of July 27, 2020 Meeting Minutes</u> <b>[M/S – L. Fields/J. Osborne: unanimous]</b></p>		
3. Membership Business	<p>Stephen Huber, Secretary</p> <p>a. Current Status – 5 vacancies</p> <p>b. Resignations – Christina Selder</p> <p>c. Applicants</p> <p style="padding-left: 20px;">i. Application Review – The subcommittee discussed the applications for Paul Ling and Susan Mallett.</p> <p style="padding-left: 20px;">ii. Interviews – The subcommittees interviewed Paul Ling and Susan Mallett.</p> <p style="padding-left: 20px;">iii. Application Log – The subcommittee reviewed this log.</p> <p>d. Interested Parties – No additional interested parties were discussed.</p> <p>e. Term Expiration &amp; Vacancy Log – The subcommittee reviewed the log and assigned follow up.</p> <p>f. Actions:</p> <p style="padding-left: 20px;">i. <b>Recommendation to seat applicant(s):</b></p> <p style="padding-left: 40px;">o Paul Ling (reviewed by Subcommittee 8/24/20) Seat #28, effective immediately, full term to expire 9/13/24</p> <p style="padding-left: 40px;">o Susan Mallett (reviewed by Subcommittee 8/24/20) Seat #24, effective immediately, partial term to expire 5/14/22</p> <p style="text-align: right; padding-right: 20px;"><b>[M/S – S. Huber/L. Fields: unanimous]</b></p> <p style="padding-left: 20px;">ii. Actions regarding term expiration(s): N/A</p> <p style="padding-left: 20px;">iii. Assign seats for proposed member(s): Action taken in agenda item 3.f.i.</p> <p>g. Membership</p> <p style="padding-left: 20px;">i. Attendance: Monitor/review sign-in sheets from previous Council meeting - The subcommittee discussed this record.</p> <p style="padding-left: 20px;">ii. Ethics Training: 3 past due; 3 new members pending – The subcommittee reviewed this record.</p>		
4. Executive Business	<p>a. Monthly Presentations [See Annual Calendar] – The subcommittee reviewed the annual calendar and assigned follow up.</p> <p>b. Standing Subcommittee Status and Appointments (Possible Action) – L Taylor mentioned they may need to reformat all subcommittees in response to COVID.</p> <p>c. Ancillary Subcommittee Status and Appointments (Possible Action) – L. Taylor mentioned she will be following up with the Adult Services Connection’s alternate chair to step in as alternate chair in light of C. Selder’s resignation.</p> <p>d. Auxiliary Subcommittee Status and Appointments (Possible Action) – N/A</p> <p>e. Ad Hoc Subcommittee Status and Appointments (Possible Action) – N/A</p>		

5. Other Items (Possible Action)	a. Ralph M. Brown Act – R. Sherrill emphasized the importance of following the Brown Act. She mentioned there continue to be challenges with ensuring that subcommittees follow the Brown Act and noted that AIS executives are aware and are monitoring the situation.
6. Build September 14 <sup>th</sup> Council Meeting Agenda	The subcommittee prepared the agenda for the September 14, 2020 Council meeting. <b>[M/S – L. Fields; R. Bahmani: unanimous]</b>
7. Next Meeting	September 28, 2020 at 10:30 a.m.
8. Adjournment	Meeting adjourned at 12:42 p.m.