

Advisory Council for Aging & Independence Services  
**EXECUTIVE & MEMBERSHIP SUBCOMMITTEE**  
 August 23, 2021 | 10:30 a.m.

Virtual Meeting  
 Call in: 1 (669) 900-9128  
 Meeting ID: 979 8767 3097  
 Passcode: 665572

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**MINUTES – Approved**

	Members	Absent Members	Guests
Attendance:	John Osborne, Chair Chris Maeoka, 1 <sup>st</sup> Vice Chair LaRue Fields, 2 <sup>nd</sup> Vice Chair Stephen Huber, Secretary Lorelei Taylor, Immediate Past Chair		Paula Saracen
	<b>Staff</b>		
	Jana Jordan, Mary Grace Sadile, Samantha Hasler		
Item	Outcome		
1. Call to Order & Attendance	<b>John Osborne, Chair, called the meeting to order at 10:35 a.m.</b> a. <u>Welcome &amp; Guest/Member Introductions</u> b. <u>Confirmation of Quorum</u> (quorum is 3): 5 members present at beginning.		
2. Standard Business	a. <u>Public Comments/Announcements</u> : None. b. <u>Approval of June 28, 2021 Meeting Minutes</u> <b>[M/S – L. Fields/C. Maeoka: unanimous]</b>		
3. Membership Business	Stephen Huber, Secretary a. Current Status – 6 vacancies; The committee discussed vacancies and seat terms. b. Resignations – None. c. Applicants i. Application Review – N/A. ii. Interviews – N/A iii. Application Log – The subcommittee reviewed this log. Applicants will continue to be invited to Advisory Council meetings. AIS Newsletter included ad for Advisory Council. d. Interested Parties – No additional interested parties were discussed. e. Vacancy Log • Supervisor-Appointed Seat Vacancies: None • Council-Appointed Seat Vacancies (6) f. Actions i. Recommendations to seat applicant(s): N/A ii. Recommendations regarding term expiration(s): N/A iii. Assign seat(s) for proposed member(s): N/A g. Membership • Attendance: Monitor/review sign-in sheets from previous Council meeting - The subcommittee discussed this record. Morgan Cadmus has been absent three times during the Council year. Per bylaws, seat must be vacated unless the Executive/Membership subcommittee recommends to the full Council to waive declaration of vacancy. The committee voted on waiving the declaration of vacancy requirement for Morgan Cadmus <b>[M/S – S. Huber/J. Osborne: unanimous]</b> • Ethics Training: 2 past due; 4 upcoming, 3 new members pending – The subcommittee reviewed this record. Reminders have been sent to members with overdue certificates and upcoming expiration.		
4. Executive Business	a. Monthly Presentations [See Annual Calendar] – The subcommittee reviewed this document and discussed potential speakers for the upcoming Council year. AIS staff will reach out to speakers to confirm availability. b. Standing Subcommittee Status and Appointments – N/A c. Ancillary Subcommittee Status and Appointments: N/A d. Auxiliary Subcommittee Status and Appointments: • Appoint Judi Bonilla to the Age Well Transportation Theme Committee <b>[M/S – S. Huber/C. Maeoka: unanimous]</b>		

	e. Ad Hoc Subcommittee Status and Appointments: N/A
5. 2021 County of San Diego Legislative Program Review	Jana Jordan presented an overview of the 2021 County of San Diego Legislative Program and collected the subcommittee's feedback.
6. Other Items (Possible Action)	<ul style="list-style-type: none"> <li>a. Officer Annual Training – Jana Jordan conducted the annual Officer Training, including Brown Act training, for Council officers.</li> <li>b. Subcommittee Chair Annual Training – Jana Jordan – Will occur after the annual adoption of subcommittees.</li> <li>c. Annual Activities – John Osborne – The subcommittee discussed annual goals, annual report, and subcommittees. Decided to continue with the Nutrition, LTCOF, Healthy Aging and Housing subcommittees, and discontinue the Transportation and Adult Services Connection subcommittees due to low interest.</li> </ul>
7. Build September 13 <sup>th</sup> Council Meeting Agenda	The subcommittee prepared the agenda for the September 13 <sup>th</sup> Council Meeting. <b>[M/S –J. Osborne/S. Huber: unanimous]</b>
8. Next Meeting	Next meeting will be September 27, 2021 at 10:30am.
9. Adjournment	Meeting adjourned at 1:13 pm