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  
Click to Join Zoom Meeting  

MINUTES – Approved  

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<th>Item</th>
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| 1. Call to Order & Attendance | John Osborne, Chair, called the meeting to order at 10:35 a.m.  
a. Welcome & Guest/Member Introductions  
b. Confirmation of Quorum (quorum is 3): 5 members present at beginning. |
| 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 [M/S – S. Huber/J. Osborne: unanimous]  
• 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 [M/S – S. Huber/C. Maeoka: unanimous] |
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)**
   - a. Officer Annual Training – Jana Jordan conducted the annual Officer Training, including Brown Act training, for Council officers.
   - b. Subcommittee Chair Annual Training – Jana Jordan – Will occur after the annual adoption of subcommittees.
   - 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.

7. **Build September 13th Council Meeting Agenda**
   - The subcommittee prepared the agenda for the September 13th Council Meeting.
     
     [M/S – J. Osborne/S. Huber: unanimous]

8. **Next Meeting**
   - Next meeting will be September 27, 2021 at 10:30am.

9. **Adjournment**
   - Meeting adjourned at 1:13 pm