

Contra Costa County California  
**Employment & Human Services**

Kathy Gallagher, Director

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**MEMORANDUM**

DATE: 9/6/2018

TO: Family and Human Services Committee

CC: Victoria Tolbert, Director Aging and Adult Services

FROM: Jaime Ray, Aging and Adult Services Bureau

SUBJECT: Advisory Council on Aging – Appointment Requested

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The Contra Costa Area Agency on Aging (AAA) recommends for immediate appointment to the Contra Costa Advisory Council on Aging (ACOA) the following applicant: Mr. Brian O’Toole for the Member at Large #16 Seat. The MAL #16 Seat is undesignated and has remained vacant since May 22, 2018. Dr. Robert Leasure who previously was appointed to MAL #16 has resigned.

Recruitment has been handled by both the Area Agency on Aging, the ACOA and the Clerk of the Board using CCTV. AAA staff has encouraged interested individuals including minorities to apply through announcements provided at the Senior Coalition meetings and at the regular monthly meetings of the ACOA. The Contra Costa County EHSD website contains dedicated web content where interested members of the public are encouraged to apply and are provided an application with instructions on whom to contact for ACOA related inquiries, including application procedure.

Kevin Donovan submitted an application on January 29, 2018; this document is provided as a separate attachment. At the time of his selection by the ACOA Membership Committee to fill one of two At Large vacancies, there was one other MAL applicant; both applicants were approved by the Council and will be recommended for appointments to fill the MAL vacancies that remain.

Thank You