

Contra Costa County California
Employment & Human Services

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MEMORANDUM

DATE: 02/18/2021

TO: Family and Human Services Committee

CC: Tracy Murray, Director, Aging and Adult Services

FROM: Anthony Macias, Staff Representative for the Advisory Council on Aging

SUBJECT: Advisory Council on Aging – Appointment Requested

The Contra Costa Area Agency on Aging (AAA) recommends for immediate appointment to the Contra Costa Advisory Council on Aging (ACOA) the following applicant: Ms. Susan Meltzer for Member at Large (MAL) Seat #18. The MAL #18 seat is undesignated and has remained vacant since 9/30/2020, with the term ending 9/30/2022.

The Area Agency on Aging, the ACOA and the Clerk of the Board, using CCTV, assisted with recruitment. 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 provided an application with instructions on whom to contact for ACOA related inquiries, including application procedures.

Ms. Meltzer submitted an application for ACOA membership dated 08/20/2020 that is provided as a separate attachment. The ACOA Membership Committee interviewed Ms. Meltzer on 10/21/2020. The Membership Committee recommended Ms. Meltzer to the ACOA Executive Committee to fill MAL#1 seat. The ACOA Executive Committee approved Ms. Meltzer to fill MAL#1 at their 2/03/2021 meeting. Members of the ACOA voted unanimously to approve Ms. Meltzer's appointment to MAL#1 seat at their 2/17/2021 meeting.

Thank You.