



## GOVERNOR'S ADVISORY COUNCIL ON AGING

### Meeting Minutes

**Committee/Group:** EXECUTIVE COMMITTEE

**Date:** March 2, 2018

**Time:** 8:00 a.m. – 8:45 a.m.

**Location:** Arizona State Capitol – Executive Tower  
Third Floor Conference Room  
1700 W. Washington Street  
Phoenix, AZ 85007

**Executive Committee Members Present**

Becky Brimhall (Immediate Past Chair, Vice Chair), George Evanoff, David Spelich (Secretary) and C.T. Wright

**GACA Staff**

Cathy De Lisa

**Absent GACA Executive Committee (EC) Members**

Lisa O'Neill (GACA Chair)

**Welcome and call to order**

Governor's Advisory Council on Aging's Vice Chair, Becky Brimhall, called the meeting to order at 7:59 a.m. with a welcome.

**Review & approval January 5, 2018 draft meeting minutes**

Following a review of the September 8, 2017 draft meeting minutes, *C.T. Wright made a motion to approve the draft minutes; David Spelich seconded the motion. The motion passed unanimously.*

**Overview from the Chair, review & discussion**

- GACA Orientation & Leadership training – The Vice Chair reported all newly-appointed members received orientation via phone the previous week, and leadership training is pending the Chair's return and directive.
- Exec. Committee objectives – the group reviewed the 2018 objectives and highlighted the need for the development of the protocols and resource material to help explain the Open

Meeting Law and processes GACA follows as a public body and as a Council of the Governor. Executive Director Cathy De Lisa pledged to work on the objective with the Chair. It was noted that staff continue to track the number of meetings held and remain committed to helping the Council maintain that objective. The Executive Director reported new member Ellen Kirschbaum has experience with the sunset review process related to her role as Executive Director and former member of the Board of Executive Clemency and would be a good resource for both staff and Council during the 2019-2020 sunset review.

- Requests for Sponsorship – Executive Director De Lisa shared copies of applications received since the last meeting, and reported the Marketing Committee had discussed and recommended that the Executive Committee develop protocols and priorities for sponsorships and marketing efforts to present to the full Council for consideration and approval. The group discussed the need for agreement on a timeline for approval, allocation process, areas for outreach, alignment with the Council and Committee objectives and putting the deadline for requests on the application form. The Executive Director stated it was important to have such protocols and priorities in place to help ensure consistency, alignment with the Council's objectives and transparency in use of the Council's donation funds. By general consensus, the group agreed to table discussions until the next meeting.

### **Staff report & discussion**

Updates, successes & roadblocks – GACA projects, office initiatives, staffing & operations and related items – Executive Director Cathy De Lisa provided a short update on the office's role in the February 28 Arizona Alzheimer's Awareness Day at the Capitol, logistical support for the Senior Caucus, and on-going efforts to support the work of the Council.

### **Report out and discussion related to Executive Committee**

Becky Brimhall reported that she would be assisting Dementia Friendly Tempe (DFT) staff with a webinar on March 7<sup>th</sup> for the banking institution sector and walking in the Zoo Walk on April 28 benefiting DFT; individual sponsors are welcomed. In addition, Ms. Brimhall reported the third annual symposium by Dementia Friendly Tempe would be held on April 7 at the Southwestern College of Naturopathic Medicine, and DFT had partnered with Homewatch Caregivers to offer the Virtual Dementia Tour along with a Dementia Friends session.

### **Adjourn**

GACA Vice Chair Becky Brimhall adjourned the meeting at 8:36 a.m.

Copies of all the meeting materials are available for review through the Governor's Advisory Council on Aging office.

**NEXT MEETING:** The next Executive Committee meeting is planned for May 4, 2018; time and location to be announced by Public Meeting Notice posted at the Governor's Advisory Council on Aging website: <http://govtrans.az.gov/gaca/>. These meetings are open to the public.