



GOVERNOR'S ADVISORY COUNCIL ON AGING

Meeting Minutes

Committee: EXECUTIVE COMMITTEE

Date: May 3, 2019

Time: 8:00 a.m. – 8:45 a.m.

Location: Arizona State Capitol – Executive Tower
Governor's Office on Aging, Suite 240
1700 W. Washington Street
Phoenix, AZ 85007

Executive Committee (EC) Members Present

Lisa O'Neill (GACA Chair), David Spelich (Secretary), Carol Brown (Aging in Community Committee Chair)

Absent EC Members

Belinda Akes (Vice Chair), Barbara Marshall (Legislative and Policy Education Committee Chair), Steve Wagner (Marketing Committee Chair)

GACA Staff

Lizette Cordero

Welcome & Call to order

Council Chair, Lisa O'Neill, called the meeting to order at 8:00 a.m. with a welcome to all meeting participants present.

Review & approval of March 1, 2019 draft minutes

GACA Chair O'Neill requested a review of the March 1, 2019 draft meeting minutes. Following a review, *David Spelich made a motion to approve; Carol Brown seconded the motion with two edits; (1) second page change "will be tabled" to "will be moved" and in the Next Meeting section change the date from May 4, to May 3. Motion passed by the following roll call: Carol Brown-aye, Lisa O'Neill-aye, David Spelich-aye*

Overview from the Chair, review & discussion

Follow up-requests to GACA & any draft forms for review – GACA Chair O'Neill notified all that the Marketing forms were sent to the Policy Advisory, Megan Fitzgerald, on April 5, 2019 for approval. According to Council Chair O'Neill there has been no approval response yet.

- There were two Sponsorship Requests as follows:
 1. Sponsorship - Indian Council on Aging (ICOA) is requesting GACA sponsorship for the 28th Biennial Arizona Indian Council on Aging Conference taking place on October 27-29 in Fountain Hills, AZ. The sponsorship levels are: Eagle Sponsor - \$5,000 +, Bear Sponsor - \$3,000- \$4,000, Turtle Sponsor - \$1,000- \$2,999 and Helping Hands - \$500-\$999. The Executive Committee agreed this sponsorship request is worthwhile with good exposure for GACA. A discussion ensued and the Executive Committee agreed the Turtle Sponsorship of \$1,000 is appropriate and favorable to GACA as it includes: Logo recognition on screen during one Morning Session and recognition on ITCA website and AICOA Conference Program. *The Executive Committee agreed to move this request to the GACA for review with the following roll call vote: Lisa O’Neill-aye, David Spelich-aye, Carol Brown-abstain due to potential conflict of interest.*
 2. Sponsorship –Western Arizona Council of Governments (WACOG) is requesting \$1,000 sponsorship for the Aging Well Resource Fair in conjunction with World Elder Abuse Awareness Day (WEAAD) in Yuma, AZ. The sponsorship money would be utilized to offset the expenses for the event’s printing, marketing and outreach to the community. GACA’s benefit of sponsorship will allow WACOG and the Area Agency on Aging to further awareness, education advocacy and prevention of Elder Abuse. Council Chair O’Neill mentioned it would be good exposure for the GACA as they have no presence in the Yuma area. *The Executive Committee agreed to move forward and present this sponsorship request to the GACA with the following roll call: Lisa O’Neill-aye, David Spelich-aye, Carol Brown-abstain due to potential conflict of interest.*
- Council Chair O’Neill discussed the draft meeting decorum sheet and stated this form is similar to the Open Meeting Law form previously created just to reiterate the expectation of how all meeting participants should conduct themselves during the Meetings. Chair O’Neill also suggested putting the Open Meeting Law Statement and the Meeting Decorum Statement on the same page for GACA reference. Chair O’Neill also requested suggestions on any content to be add/removed.
- Exec. Committee 2019 objectives – According to Council Chair O’Neill, the 2019 Executive Committee objectives are on track.
- Update on other Committee 2019 objectives – Council Chair O’Neill stated all 2019 committee objectives are on track.
- Planning for future meetings, events or activities – Chair O’Neill will request letters of support from the State Liaisons for the upcoming Sunset Review. Chair O’Neill stated she will ask the State Liaisons to contact her prior to the end of June if they will be writing letters of support for the GACA.

Staff report & discussion

- Updates GACA staffing, operations & related items – Executive Assistant, Lizette Cordero, reported she’s been informed by the GACA Policy Advisor that the Governor’s Office has received approximately 90 resumes that are currently being reviewed for the GACA/GOA Executive Director position. No confirmation or set date for the Executive Director’s appointment has been determined at this time. .

Report out & discussion related to Executive Committee research, training, seminars, workshops, webinars, conferences, best practices and related items

GACA Sanctioned Time - GACA Chair O'Neill discussed GACA Sanctioned time reporting. Chair O'Neill reiterated the importance of documenting the time accurately and when speaking at an event ensure to mention and be clear who you are speaking for. For transparency purposes, each council member should be able to defend their time if asked.

GACA Members Term Grid – Chair O'Neill explained this spreadsheet contains all current council members' dates of appointments, reappointments and positions held within the GACA during their terms. According to Chair O'Neill this spreadsheet was created for informational and reporting purposes if needed.

Proclamation – Chair O'Neill presented a copy of the Governor's Proclamation for April being proclaimed Healthcare Decisions Month. The Proclamation will also be presented at the GACA meeting.

Adjourn

GACA Chair, Lisa O'Neill, adjourned the meeting at 8:26 a.m.

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

NEXT MEETING: The next Executive Committee meeting is scheduled for July 12, 2019; time and location to be determined and 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.