



# City of San Leandro

Civic Center  
835 East 14th Street  
San Leandro, California

## Draft Minutes

### Senior Commission

*Chair Janice Woycheshin, District 3*

*Vice Chair Bella Comelo, District 6*

*Victor Aparicio, At Large (5)*

*Marci Dillon, At Large (1)*

*Debra Lopez-Nacario, District 1*

*Claudia McHenry, District 5*

*Adrienne Miller, District 4*

*Vacancy, District 2*

*Vacancy, At Large*

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Thursday, November 16, 2023

10:00 AM

Senior Community Center 13909 E. 14th St.

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#### 1. ROLL CALL

The meeting was called to order at 10:09 a.m.

Present 8: Woycheshin, Comelo, Aparicio, Dillon, Lopez-Nacario, McElroy, McHenry, and Miller

Also present were Mike King with Pear Consulting and City staff Pedro Naranjo

#### 2. APPROVAL OF AGENDA OF NOVEMBER 16, 2023

Approved-MS (McHenry, Comelo) (8 Ayes, 0 Nays, 0 Abstentions)

#### 3. APPROVAL OF MINUTES OF OCTOBER 19, 2023

Approved-MS (McHenry, Lopez-Nacario) (8 Ayes, 0 Nays, 0 Abstentions)

#### 3.A. DRAFT Minutes of the Senior Commission Meeting of October 19, 2023

#### 4. PUBLIC COMMENTS

No public comment received at the meeting. Naranjo reported that no public comment was received via eComment; the Commission was informed by email on November 15, 2023.

#### 5. CORRESPONDENCE

None

#### 6. PRESENTATIONS

#### 6.A. Age-Friendly Assessment and Action Plan Consultant Presentation

Mike King, Co-Founder and Project Manager, with Pear Street Consulting provided a presentation. The presentation included an update regarding the Age-Friendly Assessment and Action Plan's purpose, process, timeline, and roles and responsibilities. Pear Street will provide an update regarding progress and next steps at the January 2024 Commission meeting.

## 7. ORAL REPORT OF SECRETARY

Regarding Senior Community Center (SCC) operations, the Commission requested an update during the last meeting regarding the planters at the front of the SCC. Additional plants have been inserted into each of the planters. The plants selected are native and will grow to eventually feel the entire planter. Regarding the review of the facility rental agreement to determine a renter's responsibility pertaining to theft or damaged property, Naranjo reported that the agreement includes a deposit, which can be withheld if property is stolen or damaged. Unfortunately, it's difficult to determine if the renter is responsible for damaged or stolen plants.

Also, regarding SCC operations, Naranjo shared a staffing update. Previously Jessica Lobedan (Human Services Director) and Naranjo were scheduled to work out of the SCC at least one day/week given Susan Criswell's retirement. Given current Department capacity and current and future needs, a change was made to staffing roles and responsibilities to attend to Department needs. Director Lobedan will take the lead with homeless efforts. That will free Naranjo to focus on SCC operations, supervision of Human Services Department SCC staff, Age-Friendly Assessment and Action Plan, staffing the Senior Commission, and support the management of relevant contracts and the Department budget. With this change, Naranjo will mostly work out of the SCC.

Regarding homeless efforts, the City has opened a warming center in collaboration with Housing Consortium of the East Bay and First United Methodist Church. The warming center will be open Wednesday, November 15, 2023 through April 30, 2024 from 5:00 p.m. to 7:00 a.m. on days when the temperature reaches 40 degrees or lower and/or there is a 50% chance of rain. Decisions regarding opening days for the subsequent week are made each Friday by 12:00 p.m. A phone number is available to call about the operation schedule and space availability. Services include sleeping cots for 25 people, dinner and breakfast, service coordination, and limited overnight storage of items. Space is limited, so it's on a first come first serve basis. In addition, a drop-in center at the same site will be open every Tuesday from 12:00 p.m. to 8:00 p.m. This will support promotion of services, basic needs, and continuity with rapport.

Regarding the District two commissioner vacancy and appointment, Naranjo reported that the item to nominate representatives to Boards and Commissions is scheduled for December 4th City Council Meeting agenda.

Lastly, Naranjo reminded the Commission that on Monday, November 20th, the City Council will issue an Age-Friendly Proclamation. Chair Woycheshin will be among a group of other City Commissioners who have been selected to receive the proclamation. The proclamation segment is at the beginning of the meeting and the meeting starts at 7:00 p.m.

This concludes the staff report.

## 8. UNFINISHED BUSINESS

### 8.A. Age-Friendly Assessment and Action Plan - Update on Progress and Next Steps

The update was shared by Mike King with Pear Street Consulting. Chair Woycheshin suggested that commissioners review the things that the Commission thought were important to include in Age-Friendly process and that the Commission feels can and should be accomplished. These suggestions will be discussed during the January 2024 Senior Commission meeting and shared with the consultant.

### 8.B. Report from Representative to Alameda County Age-Friendly Council

Commissioner Comelo shared that the Alameda County Committee has been dismantled. Commissioner Comelo suggested that Scott Means be invited to a future meeting to share his input given his role with the City of Oakland's Age-Friendly Action Plan and his commissioner role with the City of Alameda. The Commission agreed to keep this topic on future agendas.

### 8.C. Human Services and Recreation Commissions Update

Chair Woycheshin shared that the meeting minutes and recordings for Human Services Commission were not posted on the City website. Regarding the Recreation Commission, there was a presentation regarding a pavilion for Steven Taylor. More updates will be shared in the future.

### 8.D. Institute of Aging/Volunteers Assisting Seniors Update and Discussion

This item was tabled.

### 8.E. Volunteer Program Development

This item was tabled.

## 9. NEW BUSINESS

### 9.A. Parking Study Update and Discussion

Naranjo provided context regarding the study and reviewed the questions that were asked as part of a survey previously administered. Commissioners shared their thoughts and questions. Naranjo will share the Commissions' thoughts and questions with the project's City liaison and the project's consultant. The Commissioners determined that more information was needed. Naranjo will request an update regarding the timeline for this process and will inquire if there is time for a presentation to the Commission during a meeting early in 2024. This item will remain on future agendas.

### 9.B. Discussion Regarding Commission Priorities

The item was tabled.

9.C. Legislative Update

Commissioner Dillon shared that she and Naranjo participated in the Alameda County Senior Services Coalition virtual panel discussion focused on economic, housing and food insecurity among older adults. Assemblymember Buffy Wicks, California District 14, co-hosted this virtual convening. The program featured a panel of representatives from community-based organizations, and time for discussion and audience engagement. At this strategic convening of community-based organizations and local legislators, participants heard from organizations working in their communities about emerging issues and the challenges of addressing the unique needs of older adults, and discussed policy actions for the coming year.

10. ORAL REPORT OF CHAIR

Chair Woycheshin reported on items of interest. A request was made to add a discussion about crime to the January 2024 Commission meeting. No other action was taken.

11. COMMISSION COMMENTS

The Commissioners reported on items of interest. No action was taken.

12. ADJOURNMENT

Approved--MSC to adjourn the meeting (McHenry, Comelo) (7 Ayes, 0 Nays, 0 Abstentions).

Note: Commissioner Miller had to leave before the meeting adjourned.

Adjournment: 12:13 p.m.