



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

Rosemary Picado, District 2

Vacancy, At Large

Wednesday, April 24, 2024

10:00 AM

Senior Community Center 13909 E. 14th St.

SPECIAL MEETING

1. ROLL CALL

The meeting was called to order at 10:04 a.m.

Present 6: Woycheshin, Comelo, Dillon, Lopez-Nacario, McHenry, and Miller

Excused Absence: Aparicio and Picado

Also present were Mike King and Lea Robinson with Pear Street Consulting and Commission Secretary Pedro Naranjo

2. APPROVAL OF AGENDA OF APRIL 24, 2024 SPECIAL MEETING

Approved-MS (McHenry, Comelo) (6 Ayes, 0 Nays, 0 Abstentions)

4. ORAL REPORT OF SECRETARY

Regarding operations, Naranjo reported that the process for replacing the HVAC system has started. The process required some modifications to the operations of the Senior Community Center. This includes power shutdowns that required all senior services, except for the Spectrum lunch program, to be suspended on April 22nd and April 29th. The tentative date for completion is April 30th.

Regarding programming, the 2024 Senior Resource Fair is scheduled for June 27th from 10:00-1:00 p.m. The Commission has been invited to table at the resource fair and assist with judging the best decorated table. Naranjo circulated a sign-up sheet.

5. DISCUSSION ITEMS

5.A. Age-Friendly Assessment and Action Plan

Mike King and Lea Robinson led a discussion regarding the recommendations for the Age-Friendly Action Plan Priorities. As part of this process, the San Leandro Age-Friendly Initiative mission and vision statements were discussed, and input was provided by the Commission to inform the drafts. A conversation followed regarding potential projects that came out of the engagement process and the prioritization of these projects. The Commission discussed the importance of considering capacity, community partnerships, efforts by other City departments, and the City Council priorities. The Commission expressed that this is a living document that will continue to evolve. There was a recommendation to incorporate previous work and findings from Commission efforts prior to the onboarding of Pear Street Consulting. There was consensus that the project is in a good place and to continue moving forward as planned. Next step is for Pear Street Consulting, Jessica, and Pedro to meet with key staff from other City departments to get their input regarding alignment. Subsequently, the Commission will review a draft before it's shared with the public for input.

The Commission provided Commissioner Comelo input regarding the Senior Commission welcome letter. One of the recommendations was to include the dates that the City Council proclaimed San Leandro an Age-Friendly City. Naranjo will send Commissioner Comelo the proclamation dates. Revisions will be made, and another draft will be shared and discussed during the next Senior Commission meeting. Naranjo reported that he is coordinating with the City's Communications Team to take a professional picture of the Senior Commission to include with the welcome letter.

[24-180](#)

Age-Friendly Action Plan Presentation and Discussion

Attachments: [Age-Friendly Action Plan Recommendations & Discussion](#)
[Summary of Age-Friendly Action Plan Priorities-DRAFT](#)
[Senior Commission Age-Friendly Action Plan Welcome Letter Bullet Points--Draft](#)

5.B. Senior Commission Participation in 2024 Cherry Festival

Naranjo provided an update regarding the Commission's interest in participating in the Cherry Festival parade and resource fair. Regarding the parade, Naranjo will work with MV Transportation to discuss transportation accommodations to ensure easy access to and from event destination sites. In addition, Chair Woycheshin suggested that the Senior Commission invite other City Commissions to join them on the FLEX Shuttle during the parade. Commission Dillon made a motion to invite the Human Services Commission to join the Senior Commission on the FLEX Shuttle during the parade. Naranjo will coordinate with the Human Services Commission secretary.

Approved-MS (Dillon, Lopez Nacario) (6 Ayes, 0 Nays, 0 Abstentions)

Regarding the resource fair, it's a good opportunity to continue to engage the public with the Age-Friendly project. Naranjo circulated the sign-up sheet.

6. ORAL REPORT OF CHAIR

Chair Woycheshin stated that the Commission should table the Unfinished Business agenda items until after the Age-Friendly Action Plan process is complete. In addition, the Commission should revisit all the Unfinished Business items and decide which are still important. There was a recommendation to use public comment cards like at the City Council meetings. A recommendation was made to add this topic to the next regular Senior Commission agenda as a New Business item.

7. COMMISSION COMMENTS

Commissioners shared topics of interest and expressed gratitude for all the good work. No action taken.

8. ADJOURNMENT

Approved-MS (Comelo, Lopez Nacario) (5 Ayes, 0 Nays, 0 Abstentions)

Commissioner McHenry stepped out of the room temporarily prior to adjournment but quorum was maintained.

Adjournment at 12:34