



# City of San Leandro

City Hall  
835 East 14th Street  
San Leandro, California

## Minutes

### Senior Commission

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Thursday, September 19, 2024

10:00 AM

Senior Community Center 13909 E. 14th St.

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#### 1. ROLL CALL

The meeting was called to order at 10:07 a.m.

Present 8: Woycheshin, Comelo, Lopez Nacario, McHenry, Dillon, Peña, McMichael-Cady, and Aparicio

Excused Absence: Miller

Also in attendance: Mike King with Pear Street Consulting, Liliana Gray with Human Services Department Senior Services, and Senior Commission Secretary Pedro Naranjo

#### 2. APPROVAL OF AGENDA OF SEPTEMBER 19, 2024

Motion was made to discuss item 9A before item 7.

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

#### 3. APPROVAL OF MINUTES OF JULY 18, 2024

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

[24-390](#)

Draft Minutes of the Senior Commission Meeting of July 18, 2024

**Attachments:** [2024.7.18 DRAFT Senior Commission Minutes](#)

#### 4. PUBLIC COMMENT

Two members of the public introduced themselves. Dominique Mellion with Families United provided a brief overview of the organization and offered to return with a presentation. Kim Olson who serves as SOS Meals and Wheel's Director of Advocacy also provided a brief overview of the organization and offered to return with a presentation.

Naranjo shared that no public comments were received via eComment; the Commission was advised by email on Wednesday, September 18, 2024.

#### 5. CORRESPONDENCE

None

## 6 PRESENTATIONS

None

## 7. ORAL REPORT OF THE SECRETARY

### 7.A. Human Services Department staff updates

The Human Services Department has filled three positions since the last meeting. Deveon Remaker is the Human Services Program Coordinator supporting homeless efforts. Liliana Gray is the Human Services Program Coordinator supporting Senior Services, and Alicia Peterson is the new Administrative Assistant. Liliana Gray was present and provided a brief introduction of herself and her role.

### 7.B. Administrative Code update

Naranjo provided clarity regarding Section 23.1.305, which pertains to the agenda. Naranjo shared that there will be a agenda to guide the meeting, but the structure will change and will be standardized for all City meetings. Naranjo shared the general agenda structure.

The City Clerk's Office will update the Boards and Commissions Handbook in the fall, which will include these changes. The handbook will align with the Council Handbook, similar in information but relevant to Boards and Commissions. The current agenda structure will remain until the City Clerk makes the changes.

Regarding clarity with Section 23.1.410, which pertains to members of the public addressing the Commission, members of the public are not required to state their name or residency. A person appearing in a representative or professional capacity shall state the name of the individual or organization.

### 7.C. Homeless updates

Regarding this year's warming shelter, the Human Services Department released two related RFIs (Request for Information). One to solicit applications for an organization to host a warming shelter. The deadline to respond is September 30, 2024. The second RFI to identify an operator that will run the program. The City has \$180,000 available to support this program. Responses are being accepted through September 27, 2024.

Regarding data pertaining to homeless seniors, Naranjo recommended that the Commission schedule a presentation to include data as part of a broader homeless presentation that will allow opportunity to review and discuss the findings of the latest Point-in-Time Count.

### 7.D. Upcoming Human Services Department outreach and presentations

Naranjo provided an update regarding recent outreach and presentations to support Age-friendly Action Plan Priority #1 (Plan Sustainability), which

includes improve communications and outreach about existing resources and services. The following outreach efforts have recently been conducted: outreach at the Downtown Farmer's Market, the City of San Leandro Health & Wellness Fair, the VACCEB Resource Fair, and presentations to a mono-lingual Spanish speaking group, Human Services Commission and the Resilience Hub.

#### 7.E. Annual Thanksgiving Day Lunch update

This year the Thanksgiving Luncheon will be hosted in collaboration with Spectrum Community Services. Registration starts on October 4th. There will be opportunities to volunteer for those interested.

#### 7.F. Upcoming senior events and programs

Naranjo shared that September 22nd through the 26th is Fall Prevention Awareness Week. Spectrum will host a Fall Prevention Awareness Walk on Tuesday, September 24, 2024 from 10:30-12:30 at the San Leandro Marina Park.

This concluded the staff report. No actions taken.

### 8. UNFINISHED BUSINESS

### 9. NEW BUSINESS

#### 9.A. Age-Friendly Action Plan Implementation Update and Next Steps

Mike King with Pear Street and Naranjo provided updates regarding the next phase of the Age-Friendly Action Plan, which included information regarding the goals, deliverable, general timeline, Senior Commission opportunities for involvement, submittal of Age-Action Plan to AARP, project branding, City involvement in Alameda County Council for Age-Friendly Communities Collaborative, and Age-Friendly Action Plan presentations to the Human Services Commission and to the Resilience Hub. Given the project needs and timeline, the Commission discussed the need for a special meeting on November 7, 2024 to focus specifically on the Age-Friendly Action Plan Implementation Phase.

[24-392](#)

Age-Friendly Action Plan Implementation Update

**Attachments:** [Age-Friendly Action Plan Implementaton Phase Update](#)

#### 9.B. Discussion and decision regarding previous Unfinished Business Items

The Commission went through a process of determining the top three Unfinished Business priorities given the current long list of items and the need to focus on the Age-Friendly Action Plan Implementation Plan. Based on this process, Commissioner Dillon made a motion to prioritize commission priorities, discussion regarding crime, and Institute of Aging/Volunteers Assisting Seniors.

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

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Senior Commission Unfinished Business Items

***Attachments:*** [City of San Leandro Senior Commission Unfinished Business Items](#)

**10. ORAL REPORT OF THE CHAIR**

Chair Woycheshin shared topics of interest. No action was taken.

**11. COMMISSIONER COMMENTS**

All other Commissioners shared other topics of interest. No action was taken.

**12. ADJOURNMENT**

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

Adjournment: 12:11 p.m.