



City of San Leandro

Civic Center
835 East 14th Street
San Leandro, California

Draft Minutes

Senior Commission

Thursday, July 18, 2024

10:00 AM

Senior Community Center 13909 E. 14th St.

1. ROLL CALL

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

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

Excused Absence: Aparicio

Also in attendance: Alice Walker with Human Services Department Senior Services, and Senior Commission Secretary Pedro Naranjo

2. APPROVAL OF AGENDA OF JULY 18, 2024

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

3. APPROVAL OF MINUTES OF JUNE 20, 2024

Approved-MS (McHenry, Lopez Nacario) (7 Ayes, 0 Nays, 1 Abstention)

[24-343](#)

Draft Minutes of the Senior Commission Meeting of June 20, 2024

Attachments: [2024.6.20 DRAFT Senior Commission Minutes](#)

4. PUBLIC COMMENTS

No members of the public were present. Naranjo shared that no public comments were received via eComment; the Commission was advised by email on Wednesday, July 17, 2024.

5. CORRESPONDENCE

None

6. PRESENTATIONS

None

7. ORAL REPORT OF SECRETARY

7.A. Senior Resource Fair Debrief

Naranjo introduced Alice Walker to provide an update regarding the recent Senior Resource Fair. Walker provided an update, and the Senior Commissioners provided feedback on what worked well and what could be improved next year. Commissioners also shared input they received from the attendees regarding their ideas for programs and services. Over three hundred people and forty-two providers participated in this year's Senior Resource Fair. This year's event included demos, which the participants enjoyed because it gave them a better sense of the class. About 160 surveys were submitted. All had great comments. About 70% of attendees were from San Leandro.

7.B. Human Services Department Staffing Updates

Naranjo shared an update regarding Human Services Department staffing. The Department is recruiting two Human Services Program Coordinators. One to support homeless efforts and the second to support Senior Services. First round of interviews was conducted at the end of June by an external interview panel. This process generated a job list, which the Department is using to conduct the second round of interviews that are currently underway. Naranjo will provide additional updates in the future. Naranjo also shared that Liz Escobar who serves the City as the Paratransit Coordinator will be leaving the City for another employment opportunity. Her last day is August 8th. Naranjo invited the Commissioners to attend her farewell party. Naranjo also shared the interim plan to attend to program needs while the position is filled.

7.C. Update Regarding City Cooling Centers

Naranjo shared that the City opened a cooling center on July 4th from 10:00 a.m. to 8:00 p.m. at the San Leandro Community Library given three consecutive days with 90 degree weather. Naranjo invited Commissioners to utilize the existing City communication outlets to stay informed. Commissioners shared ideas for outreaching to seniors to ensure they are informed, especially if they don't use technology.

8. UNFINISHED BUSINESS

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

Naranjo congratulated the Commission for all the work completed with the Age-Friendly Action Plan. He shared that the City Council approved the Age-Friendly Action Plan during the July 15th City Council Meeting. He thanked the Commissioners who were present at the City Council meeting as well as those who joined the meeting virtually. Regarding next steps, the Department will explore contracting again with Pear Street to support next steps. Naranjo also recommended that the Commission consider providing an Age-Friendly Action Plan update to City commissions and other service organizations that were engaged during the planning process. The Commission confirmed the importance of engaging other City commissions and service organizations. The Commission also expressed interest in getting updates regarding other City plans or surveys that have been administered. Naranjo shared that he plans to submit the approved Age-Friendly Action Plan to AARP. Naranjo shared a sideshow with pictures from the Age-Friendly Action Plan development process.

- 8.B. Commission Priorities (Tabled until September)
- 8.C. Institute of Aging/Volunteers Assisting Seniors Update and Discussion (Tabled Until September)
- 8.D. Volunteer Development Program (Tabled until September)
- 8.E. EV Charging and Parking Study (Tabled until September)
- 8.F. Discussion regarding crime (Tabled until September)
- 8.G. Discussion regarding FLEX RIDES Shuttle ride along (Tabled until September)
- 8.H. Discussion regarding Senior Commission lunch with seniors (Tabled until September)
- 8.I. Human Services and Recreation Commission update (Tabled until September)
- 8.J. Legislative update (Tabled until September)

9. NEW BUSINESS

- 9.A. Discussion Regarding Updates to the City Administrative Code

Naranjo shared that the City Clerk's Office was in the process updating the Administrative Code that is used to operate the City and includes the process for running City meetings. The purpose was to create more efficiencies. Naranjo reminded the Commission that the updated Administrative Code was included in their packet for review. The Commission requested clarification regarding sections 23.1305 and 23.1410.

[24-342](#)

Administrative Code Titles 13-26 Update

Attachments: [Administrative Code - Titles 13 - 26](#)

- 9.B. Discussion Regarding August Senior Commission Meeting

A motion was made to cancel the August Senior Commission Meeting and resume in September.

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

10. ORAL REPORT OF CHAIR

Chair Woycheshin welcomed the two new commissioners and shared topics of interest. No action was taken.

11. COMMISSION COMMENTS

Commissioners Peña and McMichael-Cady introduced themselves. Other commissioners shared input regarding meeting with the Recreation and Parks Director Vicente Zuniga to share ideas to beautify the community, the annual Thanksgiving Day lunch event, and a possible joint event with the San Leandro Police Department to build relationship and learn how to stay safe. All other Commissioners shared other topics of interest. No action was taken.

12. ADJOURNMENT

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

Adjournment: 11:44 a.m.