



City of Santa Clara

Meeting Agenda

Senior Advisory Commission

Monday, September 28, 2020

10:00 AM

Virtual Meeting

Pursuant to the provisions of California Governor's Executive Order N-29-20, issued on March 17, 2020, to prevent the spread of COVID-19, the City of Santa Clara has implemented methods for the public to participate remotely.

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join: <https://santaclaraca.zoom.us/j/97590069803>

Or join by phone:

Dial 1-669-900-6833

Webinar ID: 975 9006 9803

International numbers available: <https://santaclaraca.zoom.us/j/97590069803>

The meeting set-up is in line with the recommendations of the COVID-19 White House Task Force, which notes no more than 10 people gathering. The Chair will be present for the meeting with the staff liaison and commissioners participating remotely.

CALL TO ORDER AND ROLL CALL

CONSENT CALENDAR

1.A 20-863 [Senior Advisory Commission Minutes of February 24, 2020](#)

Recommendation: Approve the Senior Advisory Commission Minutes of February 24, 2020.

1.B 20-859 [Senior Advisory Commission Calendar of Meetings for 2021](#)

Recommendation: Recommend that Council Approve the Senior Advisory Commission Calendar of Meetings for 2021.

PUBLIC PRESENTATIONS

GENERAL BUSINESS

2. 20-860 [Senior Advisory Commission Election of Chair and Vice Chair](#)

3. 20-862 [Senior Advisory Commission Work Plan & Goals FY2020/21](#)

STAFF REPORT

COMMISSIONERS REPORT

ADJOURNMENT

The next scheduled meeting is on October 26, 2020 and will be a virtual meeting.



City of Santa Clara

1500 Warburton Avenue
Santa Clara, CA 95050
santaclaraca.gov
@SantaClaraCity

Agenda Report

20-863

Agenda Date: 9/28/2020

REPORT TO SENIOR ADVISORY COMMISSION

SUBJECT

Senior Advisory Commission Minutes of February 24, 2020

RECOMMENDATION

Approve the Senior Advisory Commission Minutes of February 24, 2020.

Prepared by: Jennifer Herb, Recreation Supervisor
Reviewed by: Kimberly Castro, Recreation Manager
Approved by: James Teixeira, Director of Parks & Recreation

ATTACHMENTS

1. Senior Advisory Commission Minutes - February 24, 2020



City of Santa Clara

Meeting Minutes

Senior Advisory Commission

02/24/2020

10:00 AM

Mission Branch Library
1098 Lexington Street
Santa Clara, CA 95050

CALL TO ORDER AND ROLL CALL

The regular meeting was called to order by Chair, Nancy Toledo at 10:02 a.m.

- Present** 6 - Commissioner Wanda Buck, Vice Chair Grant L. McCauley, Commissioner Carolyn Seeger, Chair Nancy Toledo, Commissioner Helen Narciso, and Commissioner Ana Segovia
- Absent** 1 - Commissioner Judy Hubbard

A motion was made by Commissioner Buck, seconded by Commissioner Segovia excuse Commissioner Hubbard.

- Aye:** 6 - Commissioner Buck, Vice Chair McCauley, Commissioner Seeger, Chair Toledo, Commissioner Narciso, and Commissioner Segovia

CONSENT CALENDAR

- 1.A [20-208](#) Senior Advisory Commission Minutes of January 27, 2020

Recommendation: Approve the Senior Advisory Commission Minutes of January 27, 2020.

A motion was made by Commissioner Buck, seconded by Commissioner McCauley, to approve the Senior Advisory Commission Minutes of February 24.

- Aye:** 6 - Commissioner Buck, Vice Chair McCauley, Commissioner Seeger, Chair Toledo, Commissioner Narciso, and Commissioner Segovia

Excused: 1 - Commissioner Hubbard

PUBLIC PRESENTATIONS

Community member **Tom Freitas** expressed an interest in seeing more outdoor exercise equipment in Fremont Park.

GENERAL BUSINESS**2. [20-209](#) Senior Advisory Commission FY2019/20 Work Plan and Goals**

Relating to goal 2.a - **Commissioners Hubbard, Segovia, and Toledo** shared with the Commission that they met to discuss the five (5) W's (who, what, when, where, why) regarding transportation feasibility. They developed an outline to focus on the following:

- Who is our target market?
- What are we trying to accomplish?
- How are we going to address the transportation issue?
- Why are we researching transportation options?
- When do we start and end?

Relating to goal 3.a - **Supervisor Herb** shared with the Commission that the remaining Senior Center staff were taking the Dementia Friend online awareness training and should be completed by the end of March.

Relating to goal 3.b - **Supervisor Herb** shared with the Commission that the article featuring **Commissioner Buck** for the Senior Center March Newsletter was well written by **Commissioner Narciso**.

Relating to goal 4.a - **Commissioners McCauley and Toledo** updated the Commission on the Health & Wellness Fair:

- Tea Meditation is confirmed
- 40 RSVP's have been received
- Waiting to hear if Kaiser is bringing a mobile van

Relating to goal 4.b - **Supervisor Herb** reminded the Commission that the "Don't Get Caught" Elder Fraud Presentation will be held on Wednesday, March 4 from 10:00 - 11:30 am.

STAFF REPORT

Supervisory Herb shared a resource with the Commission regarding the LTC Ombudsman Program provided by Catholic Charities of Santa Clara.

Recreation Manager Castro informed the Commission about the upcoming Friday Night Live series put on by the Cultural Arts Commission, on Friday, March 6 at the Triton Museum.

COMMISSIONERS REPORT

Commissioner Buck shared with the Commission that she's enjoying the Leadership Santa Clara Program.

Commissioner Toledo shared with the Commission that she attended the quarterly Age-Friendly meeting through Santa Clara County. The topic of transportation was discussed at the meeting.

ADJOURNMENT

A motion was made by Commissioner McCauley, seconded by Commissioner Seeger, that the meeting be adjourned.

Aye: 6 - Commissioner Buck, Vice Chair McCauley, Commissioner Seeger, Chair Toledo, Commissioner Narciso, and Commissioner Segovia

Excused:1 - Commissioner Hubbard

The next scheduled meeting is on March 23, 2020 at the Senior Center



Agenda Report

20-859

Agenda Date: 9/28/2020

REPORT TO SENIOR ADVISORY COMMISSION

SUBJECT

Senior Advisory Commission Calendar of Meetings for 2021

BACKGROUND

According to Resolution No. 5195 (Attachment 1) adopted by the City Council in 1987, the Senior Advisory Commission meets on the fourth Monday of each month at 10:00 a.m. On April 9, 2019, Council approved Resolution 19-8690 (Attachment 2) which amended the meeting schedule to 11 meetings per year on the fourth Monday of the month January through November.

DISCUSSION

At the September 28, 2020 Senior Advisory Commission meeting, the Commission will review the proposed Senior Advisory Commission meeting schedule for 2021 (Attachment 3), which includes eleven (11) meetings to be held at 10:00 a.m. on the fourth Monday of each month from January through November.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(5) in that it is a governmental organizational or administrative activity that will not result in direct or indirect changes in the environment.

FISCAL IMPACT

There is no fiscal impact other than administrative time and expense to set the meetings.

COORDINATION

This report has been coordinated with the City Attorney's Office.

PUBLIC CONTACT

Public contact was made by posting the Senior Advisory Commission's agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, e-mail clerk@santaclaraca.gov <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

Recommend that Council Approve the Senior Advisory Commission Calendar of Meetings for 2021.

Prepared by: Jennifer Herb, Recreation Supervisor
Reviewed by: Kimberly Castro, Recreation Manager
Approved by: James Teixeira, Director of Parks & Recreation

ATTACHMENTS

1. Resolution No. 5195
2. SAC Resolution No. 5195 Amendment 2021
3. Senior Advisory Commission Calendar of Meetings 2021

RESOLUTION NO. 5195

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANTA CLARA INDICATING TIMES AND DAYS FOR EACH BOARD OR COMMISSION OF THE CITY TO HOLD REGULAR MEETINGS ALL AS AUTHORIZED IN SECTION 2-91.1 OF "THE CODE OF THE CITY OF SANTA CLARA, CALIFORNIA"

SECTION 1: Each board or commission shall hold regular meetings at the times and on the days indicated below except when such day falls on a City holiday.

Board of Library Trustees	First Monday of each month at 7:30 p.m.
Civil Service Commission	Second Monday of each month at 7:30 p.m.
Cultural Advisory Commission	First Monday of each month at 7:30 p.m.
Historical and Landmarks	First Thursday of each month at 7:00 p.m.
Parks and Recreation Commission	Third Tuesday of each month at 7:30 p.m.
Planning Commission	Second and Fourth Wednesday of each month at 7:00 p.m.
Senior Citizens Advisory Commission	Fourth Monday of each month at 10:00 a.m.

SECTION 2: The meeting times and days are set by resolution pursuant to Section 2-91.1 of "The Charter of the City of Santa Clara, California", and are subject to amendment from time to time by resolution of the City Council.

SECTION 3: This resolution shall take effect upon its

adoption.

* * * *

I HEREBY CERTIFY THE FOREGOING TO BE A TRUE COPY OF A RESOLUTION PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SANTA CLARA, CALIFORNIA, AT A REGULAR MEETING THEREOF HELD ON THE 12th day of May, 1987, by the following votes:

AYES: COUNCILORS: Ash, Deto, Lasher, Mahan, Nadler, Tobkin
and Mayor Souza

NOES: COUNCILORS: None

ABSENT: COUNCILORS: None

ABSTAINED: COUNCILORS: None

ATTEST: _____
J. E. BOCCIGNONE
City Clerk
City of Santa Clara

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF SANTA CLARA, CALIFORNIA APPROVING THE 2021 SENIOR ADVISORY COMMISSION CALENDAR OF MEETINGS, SETTING THE NUMBER AND START TIME OF REGULAR SENIOR ADVISORY COMMISSION MEETINGS, AND DELEGATING TO THE SENIOR ADVISORY COMMISSION THE AUTHORITY TO ADOPT FUTURE ANNUAL MEETING CALENDARS

BE IT RESOLVED BY THE CITY OF SANTA CLARA AS FOLLOWS:

WHEREAS, Section 2.120.030 of the Santa Clara City Code (“SCCC”) requires City boards and commissions to hold regular meetings at the times and on the days indicated by resolution of the Council;

WHEREAS, Resolution 5195, adopted by the City Council in 1987, states that the Senior Advisory Commission shall hold meetings on the, Fourth Monday of each month at 10:00 a.m.;

and

WHEREAS, on September 28, 2020, The Senior Advisory Commission recommended to the City Council its meeting schedule for 2021, which proposes eleven (11) meetings per year (January through November), and a start time of 10:00 a.m.

NOW THEREFORE, BE IT FURTHER RESOLVED BY THE CITY OF SANTA CLARA AS FOLLOWS:

1. That the City Council hereby finds that the above Recitals are true and correct and by this reference makes them a part hereof.
2. The City Council hereby approves the 2021 Senior Advisory Commission Schedule of

Meetings, attached hereto.

- 3. Subject to the foregoing, the City Council hereby delegates to the Senior Advisory Commission the authority set forth in SCCC Section 2.120.030 to establish the days and times of regular meetings. In accordance with these parameters, the Senior Advisory Commission shall adopt a Calendar of Meetings annually.
- 4. Effective date. This resolution shall become effective immediately.

I HEREBY CERTIFY THE FOREGOING TO BE A TRUE COPY OF A RESOLUTION PASSED AND ADOPTED BY THE CITY OF SANTA CLARA, CALIFORNIA, AT A REGULAR MEETING THEREOF HELD ON THE ___ DAY OF _____, 2020, BY THE FOLLOWING VOTE:

AYES: COUNCILORS:
 NOES: COUNCILORS:
 ABSENT: COUNCILORS:
 ABSTAINED: COUNCILORS:

ATTEST: _____

NORA PIMENTEL, MMC
 ASSISTANT CITY CLERK
 CITY OF SANTA CLARA

Attachments incorporated by reference:

- 1. City Council Resolution No. 5195
- 2. 2021Senior Advisory Commission Meeting Schedule



Schedule of Meetings 2021

Regular meetings are typically held on the fourth Monday of the month, beginning at 10:00 a.m., virtually*, until further notice, in accordance with the following schedule.

Meeting Dates

January 25, 2021
(Virtual Meeting)

February 22, 2021
(Virtual Meeting)

March 22, 2021
(Virtual Meeting)

April 26, 2021
(Senior Center - 1303 Fremont St., Santa Clara, CA 95050)

May 24, 2021
(Senior Center - 1303 Fremont St., Santa Clara, CA 95050)

June 28, 2021
(Senior Center - 1303 Fremont St., Santa Clara, CA 95050)

July 26, 2021
(Senior Center - 1303 Fremont St., Santa Clara, CA 95050)

August 23, 2021
(Senior Center - 1303 Fremont St., Santa Clara, CA 95050)

September 27, 2021
(Senior Center - 1303 Fremont St., Santa Clara, CA 95050)

October 25, 2021
(Senior Center - 1303 Fremont St., Santa Clara, CA 95050)

November 22, 2021
(Senior Center - 1303 Fremont St., Santa Clara, CA 95050)

*per Public Health Order



City of Santa Clara

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Agenda Report

20-860

Agenda Date: 9/28/2020

SUBJECT

Senior Advisory Commission Election of Chair and Vice Chair

BACKGROUND

At the beginning of each fiscal year, the Senior Advisory Commission appoints a Chair to facilitate the monthly meetings and a Vice Chair to serve in the role of meeting facilitator in the event the Chair is unavailable. The role of the Chair is to facilitate monthly meetings, speak at City Council meetings when necessary, and work with Staff Liaison on preparing the agenda. The role of the Vice Chair is to fulfill the role of the responsibilities of the Chair when the Chair is not available.

DISCUSSION

The Senior Advisory Commission may nominate Senior Advisory Commissioners for the position of Chair or Vice Chair. The individuals nominated can either accept or decline the nomination. Commissioners will then vote for candidates in the role of Chair and Vice Chair. The Commissioner receiving the most votes for each position will assume the role and responsibilities for the fiscal year 2020-2021.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(5) in that it is a governmental organizational or administrative activity that will not result in direct or indirect changes in the environment.

PUBLIC CONTACT

Public contact was made by posting the Senior Advisory Commission's agenda on the City's official -notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, e-mail clerk@santaclaraca.gov or at the public information desk at any City of Santa Clara public library.

Reviewed by: Jennifer Herb, Recreation Supervisor

Approved by: James Teixeira, Director of Parks & Recreation



City of Santa Clara

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Agenda Report

20-862

Agenda Date: 9/28/2020

SUBJECT

Senior Advisory Commission Work Plan & Goals FY2020/21

BACKGROUND

At the beginning of each fiscal year, the Senior Advisory Commission develops a Work Plan & Goals to focus discussion and Commission effort throughout the year. The Plan is created by considering the eight (8) domains of the Age-Friendly City, discussing current trends relating to the senior population, and prioritizing community needs given limitations of available resources. Typically, the Commission reviews the previous year's accomplishments at the end of the fiscal year/commission term, suggests potential continuation or new items, then prioritizes and finalizes the Work Plan Goals at beginning of the new fiscal year. Due to the COVID-19 pandemic, the Commission did not meet in April through August 2020.

DISCUSSION

The City of Santa Clara completed a Senior Needs Assessment in 2017. Building upon the strategies identified by community participants and partners, the Senior Advisory Commission developed priorities based on interests of older adult residents of Santa Clara ages 50 and over, within the eight (8) domains of the Age-Friendly City:

- A. Economics and Employment
- B. Community
- C. Housing
- D. Outdoor Spaces and Buildings
- E. Transportation and Streets
- F. Health, Wellness, and Nutrition
- G. Social and Civic Engagement
- H. Access to Community Resources and Information

As a starting point for the development of the Commission Work Plan & Goals FY2020/21, the Senior Advisory Commission will consider the Work Plan & Goals Review FY2019/20 (Attachment 1). Goals and activities for the current fiscal year will be finalized at the October 26, 2020 Senior Advisory Commission meeting.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(5) in that it is a governmental organizational or administrative activity that will not result in direct or indirect changes in the environment.

PUBLIC CONTACT

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Reviewed by: Jennifer Herb, Recreation Supervisor
Approved by: James Teixeira, Director of Parks & Recreation

ATTACHMENTS

1. Senior Advisory Commission Work Plan & Goals Review FY2019/20

Senior Advisory Commission Work Plan and Goals FY2019/20 Review

BACKGROUND

The City of Santa Clara completed a Senior Needs Assessment in 2017. Building upon the strategies identified by community participants and partners, the Senior Advisory Commission developed priorities based on interests of older adult residents of Santa Clara ages 50 and over, and available resources within the eight (8) domains found in the World Health Organization's Age-Friendly City initiative. The Senior Advisory Commission adopted their FY2019/20 Work Plan at the August 26, 2019 meeting. The goals and activities included:

1. Foster an Age-Friendly Community
 - a) Hold four (4) regular Senior Advisory Commission meetings at the three (3) Santa Clara Library sites and one (1) at City Hall.
2. Advocate for Affordable, Convenient, and Safe Transportation and Streets
 - a) Evaluate the feasibility (strengths, weakness, opportunities and challenges) of various transportation options including a shuttle service in Santa Clara.
 - b) Delegate one (1) Commission member to attend City's Pedestrian Master Plan Committee meetings.
3. Develop Opportunities to Promote Health, Wellness, and Nutrition
 - a) Develop information and offer education to community and staff on how to become a Dementia Friend through DementiafriendsUSA.org.
 - b) Educate older adults on trending health topics through quarterly Senior Center Newsletter articles and bi-annual education presentations.
4. Provide Access to Community Resources and Information
 - a) Host "Be Strong, Live Long" Health & Wellness Fair - May 29, 2020
 - b) Increase Elder Fraud Prevention awareness through educational workshops three (3) times a year.
 - c) Delegate one (1) representative to attend the City's ADA Committee meeting.

REVIEW OF GOALS/ACTIVITIES

1. **Foster an Age-Friendly Community**
 - a) Hold four (4) regular Senior Advisory Commission meetings at the three (3) Santa Clara Library sites and one (1) at City Hall.
This goal was on track throughout the year.
2. **Advocate for Affordable, Convenient, and Safe Transportation and Streets**
 - a) Evaluate the feasibility (strengths, weakness, opportunities and challenges) of various transportation options including a shuttle service in Santa Clara.
 - b) Delegate one (1) Commission member to attend City's Pedestrian Master Plan Committee meetings.

This Goal was under way with the committee providing the Commission with a handout discussing the 5 W's (who, what, when, where, why) regarding transportation feasibility. The committee was encouraged to research what transportation resources are currently available to seniors in Santa Clara, as well as look into what does/doesn't work with the current offerings. It was suggested that the committee hold community meetings to gather input from the community.

3. Develop Opportunities to Promote Health, Wellness, and Nutrition

- a) Develop information and offer education to community and staff on how to become a Dementia Friend through DementiafriendsUSA.org.
- b) Educate older adults on trending health topics through quarterly Senior Center Newsletter articles and bi-annual education presentations.

These goals were being met by the committee placing an article in the Senior Center February Newsletter on becoming a Dementia Friend, as well as having the Senior Center Front Desk and core staff become Dementia Friends. There was also an article tplaced in the Senior Center March Newsletter interviewing a Senior Advisory Commissioner in regard to how she stays active as an older adult.

4. Provide Access to Community Resources and Information

- a) Host “Be Strong, Live Long” Health & Wellness Fair - May 29, 2020
- b) Increase Elder Fraud Prevention awareness through educational workshops three (3) times a year.
- c) Delegate one (1) representative to attend the City’s ADA Committee meeting.

These goals were under way. However, the Health & Wellness Fair scheduled for May 29,2020 was canceled due to COVID19 pandemic restrictions on gatherings.

The Elder Fraud Prevention workshop which was held on March 4 from 10am -11:30 am was a success.

A member of the Commission attended the City's ADA Committee meeting.