



# City of Santa Clara

## Meeting Agenda

### Senior Advisory Commission

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**Monday, October 26, 2020**

**10:00 AM**

**Virtual Meeting**

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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/u/abuhH0eDsx>

The meeting set-up is in line with the recommendations of the COVID-19 White House Task Force, which notes no more than ten (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 20-969** [Senior Advisory Commission Minutes of September 28, 2020](#)

**Recommendation:** Approve the Senior Advisory Commission Minutes of September 28, 2020.

#### **PUBLIC PRESENTATIONS**

#### **GENERAL BUSINESS**

- 2. 20-970** [Senior Advisory Commission Work Plan & Goals FY2020/21](#)

#### **STAFF REPORT**

#### **COMMISSIONERS REPORT**

#### **ADJOURNMENT**

*The next meeting will be on November 23, 2020.*



# City of Santa Clara

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

## Agenda Report

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20-969

Agenda Date: 10/26/2020

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### REPORT TO SENIOR ADVISORY COMMISSION

#### **SUBJECT**

Senior Advisory Commission Minutes of September 28, 2020

#### **RECOMMENDATION**

Approve the Senior Advisory Commission Minutes of September 28, 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 - September 28, 2020



# City of Santa Clara

## Meeting Minutes

### Senior Advisory Commission

09/28/2020

10:00 AM

Virtual Meeting

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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**

**The regular meeting was called to order by Chair Nancy Toledo at 10:01 a.m.**

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

**Absent** 1 - Commissioner Carolyn Seeger

**A motion was made by Commissioner Buck, seconded by Commissioner Narciso to excuse Commissioner Seeger**

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

**Absent** 1 - Commissioner Carolyn Seeger

**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.

**A motion was made by Commissioner Hubbard, seconded by Commissioner Narciso, to approve the Senior Advisory Commission Minutes of February 24, 2020**

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

**Excused:** 1 - Commissioner Seeger

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.

Commissioner Buck requested that when in person meetings begin, Commissioners can still have the option to attend remotely via Zoom.

**A motion was made by Commissioner Hubbard, seconded by Vice Chair McCauley, to approve the staff recommendation for Council to approve the Senior Advisory Commission Calendar of Meetings for 2021.**

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

**Excused:** 1 - Commissioner Seeger

**PUBLIC PRESENTATIONS**

None

**GENERAL BUSINESS**

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

**A motion was made by Commissioner Buck, seconded by Commissioner Hubbard, to elect Commissioner McCauley as Chair for 2020/21 fiscal year. Motion passed with the following vote:**

**Aye:** 5 - Commissioner Buck, Commissioner Hubbard, Chair Toledo, Commissioner Narciso, and Commissioner Segovia

**Excused:** 1 - Commissioner Seeger

**Abstained:** 1 - Vice Chair McCauley

**A motion was made by Commissioner Segovia, seconded by Commissioner Narciso, to elect Commissioner Toledo as Vice Chair for 2020/21 fiscal year. Motion passed with the following vote:**

**Aye:** 5 - Commissioner Buck, Commissioner Hubbard, Vice Chair McCauley, Commissioner Narciso, and Commissioner Segovia

**Excused:** 1 - Commissioner Seeger

**Abstained:** 1 - Chair Toledo

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

The Commission is interested in continuing with the progress that was made with the FY2019/20 Work Plan and Goals. Commissioners echoed their pleasure with the momentum that had developed and desired to finish what was started. The Commission would like to modify the FY2019/20 Work Plan by adding a couple of new activities that would meet COVID-19 related goals. **Chair Toledo** asked sub-committees to meet and discuss new activity ideas. The Commission will finalize the FY2020/21 Work Plan and Goals at the October 26 meeting. No Commission action was taken on this item.

**STAFF REPORT**

**Supervisor Herb** updated the Commission on the Senior Center activities and services, sharing that staff are continuing to provide the Senior Nutrition Program in a drive-through/walk-up format. The program is serving an average of 150 meals a day. The Health & Wellness Program continues to provide older adults with care management, resource-finding, and problem solving via phone calls and emails. The Senior Center has begun publishing the Senior Center Newsletter. The publication is distributed with the weekend meals the last Friday of the month, and can be found on the Senior Center page of the City's Website.

**Recreation Manager Castro** updated the Commission on the Park Projects being completed and/or returning to service this fall and early winter, including: Agnew Park Playground (rehabilitation), Fuller Street Park Phase II - Sports Courts (addition), Homeridge Park Playground (rehabilitation), Machado Park Playground (rehabilitation), and Reed & Grant Streets Sports Park (new facility); the Raymond G. Gamma Dog Park Improvements will start in October. The Commission was informed about the virtual Parade of Champions on Saturday, October 10, 2020.

**COMMISSIONERS REPORT**

**Vice Chair McCauley** reminded the Commission that the Elder Fraud presentation on Wednesday, March 4 at the Senior Center hosted 21 attendees.

**Commissioner Buck** commented that she was pleased with the option of the virtual Senior Advisory Commission meeting.

**Chair Toledo** expressed that she was grateful for the opportunity to serve on the Senior Advisory Commission and that she appreciated seeing everyone on the Zoom meeting.

**ADJOURNMENT**

**A motion was made by Commissioner Hubbard, seconded by Commissioner McCauley, that the meeting be adjourned at 10:57 a.m.**

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

**Excused:** 1 - Commissioner Seeger

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



## Agenda Report

20-970

Agenda Date: 10/26/2020

### 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 City of Santa Clara competed a Senior Needs Assessment in 2017. The Plan is created by considering the eight (8) domains of the World Health Organization's Age-Friendly City, discussing current trends relating to the senior population, and prioritizing community needs given limitations of available resources. The eight (8) domains of the Age-Friendly City include: Economics and Employment; Community; Housing; Outdoor Spaces and Buildings; Transportation and Streets; Health, Wellness, and Nutrition; Social and Civic Engagement; and, Access to Community Resources and Information. Due to the COVID-19 pandemic, the Commission did not meet March through August 2020. The Commission would like to continue with the Work Plan & Goals from FY 2019/20 and may adjust them to be meet the current population needs.

### DISCUSSION

The Commission will review the FY2019/20 Work Plan & Goals summarized below.

#### Goal 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 being met throughout the year.

#### Goal 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.
  - This Goal was currently 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.
- b) Delegate one (1) Commission member to attend City's Pedestrian Master Plan Committee meetings.
  - The City made 3 presentations to the Commission asking for assistance by the Bicycle and Pedestrian Advisory Committee (BPAC) with the development of the plan. This initial discussion outlined the process, outreach plan, and timeline for developing this plan. A base map was used for the plan, showing major destinations in Santa Clara Please, and asking the Commission for input on particular locations, corridors, or areas that the plan should focus on.
  - The City along with Alta Planning & Design came to the November 2018 Senior

Advisory meeting to introduce the project to the Commission. In addition, feedback was solicited from the Commission about the existing pedestrian environment and how it could be improved.

- In June 2019, the methodology and process used to develop project recommendations was presented to the Commission. In addition, the project recommendations were shown to the Commission for initial feedback.

**Goal 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.
  - This goal was underway as the committee placed an article in the Senior Center February Newsletter on becoming a Dementia Friend, as well as having the Front Desk staff becoming a Dementia Friend.
- b) Educate older adults on trending health topics through quarterly Senior Center Newsletter articles and bi-annual education presentations.
  - This goal was underway as the committee placed an article in the Senior Center March Newsletter interviewing a Senior Advisory Commissioner regarding how she stays active as an older adult.

**Goal 4. Provide Access to Community Resources and Information**

- a) Host "Be Strong, Live Long" Health & Wellness Fair - May 29, 2020
  - This goal was met with the Health & Wellness Fair scheduled for Friday, May 29. With 50 Exhibitors committed and excited for another successful event, Senior Center staff decided to make the event virtual.
- b) Increase Elder Fraud Prevention awareness through educational workshops three (3) times a year.
  - This goal was currently under way with the "Don't Get Caught" Elder Fraud Prevention workshop held on March 4 from 10am - 11:30 am. This workshop presented by the Santa Clara Police Department was a success with 21 participants.
- c) Delegate one (1) representative to attend the City's ADA Committee meeting.
  - This goal was being met throughout the year with Chair Toledo attending meetings when held.

At the October 26, 2020 Senior Advisory Commission meeting, the Commission will discuss and potentially identify its Work Plan & Goals for FY2020/21.

### **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](mailto: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