



City of Santa Clara

Meeting Agenda

Senior Advisory Commission

Monday, June 28, 2021

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.

Via Zoom:

<https://santaclaraca.zoom.us/j/98272283531>

Webinar ID: 982 7228 3531

Or join by phone: 1 669 900 6833

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 21-839** [Senior Advisory Commission Minutes of May 24, 2021](#)

Recommendation: Approve the Senior Advisory Commission Minutes of May 24, 2021.

PUBLIC PRESENTATIONS

GENERAL BUSINESS

- 2. 21-840** [Senior Advisory Commission FY2020/21 Work Plan Updates and Discussion](#)
- 3. 21-841** [Senior Advisory Commission FY2021/22 Work Plan Goals](#)
- 4. 21-842** [Senior Advisory Commission Election of Chair and Vice Chair for FY2021/22](#)

Recommendation: Elect a Chairperson and Vice Chairperson to serve the Senior Advisory Commission for the FY2021/22 term.

STAFF REPORT

COMMISSIONERS REPORT

ADJOURNMENT

The next meeting will be on Monday, July 26, 2021

The time limit within which to commence any lawsuit or legal challenge to any quasi-adjudicative decision made by the City is governed by Section 1094.6 of the Code of Civil Procedure, unless a shorter limitation period is specified by any other provision. Under Section 1094.6, any lawsuit or legal challenge to any quasi-adjudicative decision made by the City must be filed no later than the 90th day following the date on which such decision becomes final. Any lawsuit or legal challenge, which is not filed within that 90-day period, will be barred. If a person wishes to challenge the nature of the above section in court, they may be limited to raising only those issues they or someone else raised at the meeting described in this notice, or in written correspondence delivered to the City of Santa Clara, at or prior to the meeting. In addition, judicial challenge may be limited or barred where the interested party has not sought and exhausted all available administrative remedies.

If a member of the public submits a speaker card for any agenda items, their name will appear in the Minutes. If no speaker card is submitted, the Minutes will reflect "Public Speaker."

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the City of Santa Clara will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities, and will ensure that all existing facilities will be made accessible to the maximum extent feasible. The City of Santa Clara will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities including those with speech, hearing, or vision impairments so they can participate equally in the City's programs, services, and activities. The City of Santa Clara will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities.

Agendas and other written materials distributed during a public meeting that are public record will be made available by the City in an appropriate alternative format. Contact the City Clerk's Office at 1 408-615-2220 with your request for an alternative format copy of the agenda or other written materials.

Individuals who require an auxiliary aid or service for effective communication, or any other disability-related modification of policies or procedures, or other accommodation, in order to participate in a program, service, or activity of the City of Santa Clara, should contact the City's ADA Coordinator at 408-615-3000 as soon as possible but no later than 48 hours before the scheduled event.



City of Santa Clara

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

Agenda Report

21-839

Agenda Date: 6/28/2021

REPORT TO SENIOR ADVISORY COMMISSION

SUBJECT

Senior Advisory Commission Minutes of May 24, 2021

RECOMMENDATION

Approve the Senior Advisory Commission Minutes of May 24, 2021.

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 - May 24, 2021



City of Santa Clara

Meeting Minutes

Senior Advisory Commission

05/24/2021

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/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

The regular meeting was called to order by Chair Grant McCauley at 10:02 a.m.

Present 5 - Commissioner Wanda Buck, Chair Grant L. McCauley, Vice 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 Narciso to excuse Commissioner Hubbard.

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

Excused: 1 - Commissioner Hubbard

CONSENT CALENDAR

1.A [21-708](#) Senior Advisory Commission Minutes of April 26, 2021

Recommendation: Approve the Senior Advisory Commission Minutes of April 26, 2021.

A motion was made to by Vice-Chair Toledo, seconded by Commissioner Segovia, to approve the Senior Advisory Commission minutes from April 26, 2021

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

Excused: 1 - Commissioner Hubbard

PUBLIC PRESENTATIONS

None

GENERAL BUSINESS

2. [21-709](#)

Senior Advisory Commission FY2020/21 Work Plan and Goals Discussion and Update:

Relating to Goal 1.a. - **Commissioner Buck** added that "word of mouth" is super helpful when promoting activities, programs, and special events.

Relating to Goal 1.b. - **Commissioner Buck** mentioned that Senior Planet has volunteers to help individuals with navigating Zoom.

Relating to Goal 2.a. - **Commissioner Narcisco** made a motion to approve the Senior Advisory Commission Transportation Interest Letter, seconded by **Commissioner Segovia**.

Relating to Goal 3.a. - **Supervisor Herb** informed the Commission that the May Zoom topic was Disaster Preparedness, educating older adults on how to prepare for seasonal and local disasters, ranging from earthquake evacuation to emergency pet care. The Commission also inquired about helpful Apps that the Senior Center might include in an upcoming Senior Center Newsletter.

Relating to Goal 4.a. - **Commissioners McCauley** shared his enthusiasm for the success of the Health & Wellness Fair. **Supervisor Herb** shared that the first 50 registrations will receive their Swag Bag next week in the mail. **Supervisor Herb** will have an update on the analytics of the Health & Wellness Fair that shows the amount of visitors to the page as well as provides visitor behavior and links they clicked on.

Relating to Goal 4.b. - **Supervisor Herb** updated the Commission on the current Elder Fraud Prevention education through Silicon Valley Power regarding utility scams, as well as the City's IT Department and Cyber-Security.

Relating to Goal 4.c. - **Commissioner Toledo** informed the Commission that there has not been and ADA Committee Meeting.

STAFF REPORT

Recreation Manager Castro updated the Commission on the re-opening of all Parks and Recreation facilities (including the International Swim Center), reminding them about protocols, staffing, schedules, and activities/programs offered. **Recreation Manager Castro** also informed the Commission that starting on June 5, the tennis courts at Buchser Middle School will be open. **Recreation Manager Castro** provided updates on the Raymond G. Gamma Dog Park (Rehabilitation) project; Marsalli Park off-leash dog areas are available during construction.

Council Member Jain informed the Commission about proposed budget cuts for the Therapeutic Recreation Coordinator and the Roberta Jones Jr. Theatre Supervisor.

COMMISSIONERS REPORT

Commissioner Buck informed the Commission that she attended the Sourcewise presentation through the Senior Center Health & Wellness Program, which focused on the topic of Disaster Preparedness.

ADJOURNMENT

A motion was made by Commissioner Toledo, seconded by Commissioner Buck, that the meeting be adjourned at 11:43 a.m.

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

Excused: 1 - Commissioner Hubbard

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Agenda Report

21-840

Agenda Date: 6/28/2021

REPORT TO SENIOR ADVISORY COMMISSION

SUBJECT

Senior Advisory Commission FY2020/21 Work Plan Updates and Discussion

BACKGROUND

At the beginning of each fiscal year, the Senior Advisory Commission develops a Work Plan with Goals to focus discussion and efforts throughout the year. In 2017, the City of Santa Clara completed a Senior Needs Assessment. The Assessment considered the eight (8) domains of the World Health Organization's Age-Friendly City, indicated current trends related to the senior population, and prioritized community needs given limitations of available resources. The eight (8) domains continue to provide a helpful framework for organizing the Commission efforts and include: Economics & Employment; Community; Housing; Outdoor spaces & Buildings; Transportation & Streets; Health, Wellness, and Nutrition; Social & Civic Engagement; and, Access to Community resources and information. In 2020, due to the COVID-19 pandemic, the Commission did not meet in July and August.

In September 2020, the Commission made minor adjustments and adopted the FY2020/21 Work Plan goals and activities below.

1. Foster an Age-Friendly Community -
 - A. Increase monthly communication about virtual Senior Advisory Commission meetings, the monthly Senior Center Newsletter, Nextdoor, and Parks & Recreation Facebook.
 - B. Educate the Older Adult community about "How to Zoom" and provide two (2) workshops and two (2) Senior Center Newsletter articles before May.
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.
3. Develop Opportunities to Promote Health, Wellness, and Nutrition -
 - A. Educate older adults on trending health topics through bi-annual Senior Center Newsletter articles and bi-monthly Zoom Education Presentations.
4. Access to Community Resources and Information -
 - A. Host virtual "Be Strong, Live Long" Health & Wellness Fair - May 2021
 - B. Provide Elder Fraud Prevention awareness through virtual educational workshops three (3) times a year.
 - C. Send one (1) representative to attend the City's ADA Committee meeting.

DISCUSSION

Each sub-committee will provide an update to the Senior Advisory Commission for discussion on the efforts and progress toward accomplishing the FY2020/21 Work Plan & Goals. The sub-committees will verbally present their status reports as follows:

- Goal 1.a. Report on strategies used for the June Senior Advisory Commission meeting;
- Goal 1.b. Report on the upcoming Zoom workshop for Older Adults as well as future Senior Center Newsletter articles on “How to Zoom”;
- Goal 2.a. Update on progress and challenges with data collection;
- Goal 3.a. Update on the topic for the Senior Center Newsletter, as well as update on topic for the next Zoom educational presentation;
- Goal 4.a. Follow up on the Health & Wellness Fair;
- Goal 4.b. Update on the progress for upcoming Elder Fraud Prevention virtual workshops; and,
- Goal 4.c. Report from the last City ADA Committee 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

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, email clerk@santaclaraca.gov

Prepared by: Jennifer Herb, Recreation Supervisor

Approved by: James Teixeira, Director of Parks & Recreation



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Agenda Report

21-841

Agenda Date: 6/28/2021

SUBJECT

Senior Advisory Commission FY2021/22 Work Plan Goals

BACKGROUND

At the beginning of each fiscal year, the Senior Advisory Commission develops a Work Plan and a set of activities to focus Commission discussion and effort throughout the year. The Plan is created by using the eight (8) domains of the World Health Organization's Age-Friendly City framework, reviewing the past Senior Needs Assessment, noting any significant changes and/or current trends relating to the senior population, and developing proposed policies or resources to meet Santa Clara's specific needs. The Commission suggests potential goals, evaluates resources available as well as Commissioner's interests at the June meeting, then prioritizes and finalizes the Work Plan at the July meeting of the new fiscal year.

DISCUSSION

Using the results from the 2017 Senior Needs Assessment and building upon the strategies that were suggested by focus group participants and partners, the Senior Advisory Commission will consider the priorities and interests of older adult residents of Santa Clara ages 50 and over, and brainstorm potential goals utilizing the eight (8) domains of the Age-Friendly City framework:

- 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, and
- H. Access to Community Resources and Information.

The FY2021/22 Work Plan will be discussed and finalized at the July 26, 2021 Senior Advisory Commission meeting.

ENVIRONMENTAL REVIEW

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Prepared by: Jennifer Herb, Recreation Supervisor

Approved by: James Teixeira, Director of Parks & Recreation



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Agenda Report

21-842

Agenda Date: 6/28/2021

SUBJECT

Senior Advisory Commission Election of Chair and Vice Chair for FY2021/22

BACKGROUND

At the beginning of each fiscal year (FY), 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 individuals for each position. Individuals nominated can either accept or decline. Commissioners may vote for candidates in the role of Chair and Vice Chair. Commissioner with the most votes in each role will assume the responsibilities for the fiscal year FY2021/22.

ENVIRONMENTAL REVIEW

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RECOMMENDATION

Elect a Chairperson and Vice Chairperson to serve the Senior Advisory Commission for the FY2021/22 term.

Prepared by: Jennifer Herb, Recreation Supervisor

Approved by: James Teixeira, Director of Parks & Recreation