

CITY OF RICHMOND

Commission on Aging

Friday, December 6, 2019 10 AM

Richmond City Hall, Room 1, First Floor, Civic Center Plaza

This meeting is being held in a wheelchair accessible location. To request disability related accommodations to participate in the meeting, including auxiliary aids or services, please contact Bruce Soublet, ADA Coordinator, at 510-620-6509 at least five (5) business days before the meeting date.

AGENDA – Regular Commission Meeting

Members:

Myrtle Braxton
Chair

Beverly Wallace
Vice-Chair

Valerie Robinson
Secretary

Naomi Williams
Correspondence Secretary

Rose Brooks
Treasurer

Bernadette Garcia-Roger
Member

Timothy Walker
Member

Paul Dees
Member

Dr. Joyce Whitfield
Member

Cate Burkhart
Member

Michelle Hayes
Member

Kiran Agarwal
Member

Frances Smith
Member

1. Call to Order

2. Roll Call

3. Introduction of New Commission Member/Guest / Open Forum

4. Staff Report: Distribute Revised COA Operation Manual

5. Presentations, Discussions, Action Items, & Chair Reports

Following discussion of each item, the Commission may vote to make recommendations to staff or to the City Council.

- a. Review & Approve Minutes of November 1, 2019 COA Meeting
- b. Discuss/Review Activities - 2020 – 2021 Calendar Committee Chairs report:

1. Senior Night Out (cancelled),
2. Senior Winter Ball,
3. Zydeco Dance (cancelled),
4. Workshops in Auditorium,
5. Workshops outside Auditorium
6. Bus Trip

6. Finalize plans for Senior Winter Ball, December 21, 2019

- a. Discuss student escorts and servers
- b. Review Commissioner's duties:
 - (A) Take tickets at entrance to auditorium**
 - (B) Supervise delivery of dinners to tables
 - (C) Sell 50/50 Raffle Tickets at table and walking to guests' tables

7. Installation of 2020 Officers:

Chair – Myrtle Braxton
Vice Chair – Dr. Joyce Whitfield
Secretary – Naomi Williams
Treasurer – Michelle Hayes

CSD Staff Liaison: Kimberlyn Carson-Thrower - (510) 620-6789
Kimberlyn_Carson-Thrower@ci.richmond.ca.us

CITY OF RICHMOND

Commission on Aging

Friday, December 6, 2019 10 AM

Richmond City Hall, Room 1, First Floor, Civic Center Plaza

This meeting is being held in a wheelchair accessible location. To request disability related accommodations to participate in the meeting, including auxiliary aids or services, please contact Bruce Soublet, ADA Coordinator, at 510-620-6509 at least five (5) business days before the meeting date.

AGENDA – Regular Commission Meeting



Members:

Myrtle Braxton
Chair

Beverly Wallace
Vice-Chair

Valerie Robinson
Secretary

Naomi Williams
Correspondence Secretary

Rose Brooks
Treasurer

Bernadette Garcia-Roger
Member

Timothy Walker
Member

Paul Dees
Member

Dr. Joyce Whitfield
Member

Cate Burkhart
Member

Michelle Hayes
Member

Kiran Agarwal
Member

Frances Smith
Member

2020 Officers

- a. Presentation of 2020 Officers elected at Annual Retreat on October 4, 2019
- b. Discuss procedure for Swearing in of elected 2020 Officers in January 2020

6. Discuss amended duties of COA officers (any suggested changes will be referred to the Executive Committee (Officers) for discussion and recommendations).

7. Critique/Review 2019 Activities/Workshops, Bus Trips

- a. Review of 2019 activities calendar
- b. Review of 2019 excursions / bus trips

Adjourn to selected Location to take Group Photo

Scheduled Meetings

- a. Commission Regular Meeting – Friday December 8, 2019, 10:00 AM, City Hall, 450 Civic Center Plaza, 1st floor, Conference Room 112
- b. Executive Committee Meeting, Friday, December 20, 2019, 10 AM, Recreation Complex, Macdonald Ave.

COMMUNICATION ACCESS INFORMATION:

This meeting is being held in a wheelchair accessible location. To request disability related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact Bruce Soublet, ADA Coordinator, at (510) 620-6509 at least five (5) business days before the meeting date.

CSD Staff Liaison: Kimberlyn Carson-Thrower - (510) 620-6789

Kimberlyn_Carson-Thrower@ci.richmond.ca.us