

# CITY OF RICHMOND

## Commission On Aging

Friday, July 12, 2024, 10 AM – Noon  
Richmond Memorial Auditorium, Farallon & Governor Room  
403 Civic Center Plaza, Richmond, CA 94804

PRESENT: Michelle Hayes, Chair, Myrtle Braxton, Vice Chair, Bryan Harris, Acting Secretary, Rose Brooks, Treasurer, Kiran Agarwal, Cate Burkhart, Donna De Camp

ABSENT: Bev Wallace

STAFF: Kymberlyn Carson-Thrower

GUEST: Jackie Alexander, Cordell Hindler, Gabino Arredondo

*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 City Attorney's Office, ADA Coordinator, at 510-620-6509 at least five (5) business days before the meeting date.*

### MINUTES

1. Meeting called to Order by Chair Hayes - Time: 10:06A
2. Roll Call by Acting Secretary Harris – Present: 7, Absent: 1 QUORUM: YES
3. Councilmember Gayle McLaughlin – *Gayle was absent but submitted her report to be read by the Chair. The City Council passed a balanced budget in June. There will be a Sea Level Rise Summit on 9/28 in Council Chambers. More details to come. A special meeting on Pt. Molate will be held July 12, 2024.*
4. Tech Training: Steve Lipson – *Steve stated that 6 high school interns are back in El Cerrito for July and Easter Hill in August. They assist with tech installation via walk-in or by appointment. A special tech training session on how to handle tele-health will be on 7/19. A reminder, the Zoom training sessions are 1 hour long, 4 times a week. Tuesdays are AI tech sessions while regular tech training sessions are on Fridays. It was further stated that there are more online services available these days but now for a fee, a paid subscription. In the past, ChatGPT was free now it can cost up to \$20/mo., for a subscription.*
5. Open Forum, welcome to new commissioner – *Chair Hayes and fellow commissioners welcome the Rev. Donna De Camp. Cordell Hindler from the Park Plaza Rec Community Council was in attendance. Special guest, Gabino Arredondo from the Richmond Housing Authority gave a short announcement that the housing waitlist was now open; extended for a 2<sup>nd</sup> time; taking names for person needing housing and support services.*
6. Review and Approve **JUNE** Minutes – M: KA 2<sup>nd</sup>: MB APPROVED: YES
7. Discuss and recommend Senior winter ball updates – *The flyer will read the 25<sup>th</sup> Silver Anniversary Senior Winter Ball in the colors of Royal Blue, Silver & White. A motion was made to keep the price per person the same as last year, at the rate of \$45.00 per person. M: MB, 2<sup>nd</sup>: BH Motion APPROVED. Secy Harris updated that he is awaiting final confirmation from RPAL to provide 12 high school students to assist with decorating, set-up/take down and be table servers. He has also reached out to high schools of Pinole Valley & El Cerrito to see if their leadership clubs could also provide student volunteers for decorating and providing table service. The schools are on summer vacation,*

*updates will be provided towards the end of summer. Still awaiting the final menu and the per person price from the caterer: El Sol Catering. Details at August meeting. The program brochure will be discussed at the next RCOA meeting, in August 2024.*

*NOTE: The vice-chair made a motion to waive the admission fee for ALL RCOA commissioners when it comes to attending commission events. M: MB, 2<sup>nd</sup>: BH Motion APPROVED*

8. Discuss the need for the commissioners to commit to attending upcoming events. Sign up and be there in the beginning and stay to the end for clean-up. – *Chair Hayes announced the importance for commissioners to sign-up, to attend, and to participate in as many commission events throughout the year.*
9. Discuss upcoming presentations with CCCS Legal Services - Matt Hulse - *Per last month's ACOA meeting, a presentation by CCCS Legal Services. It was good. Chair Hayes, Com. Burkhart & Secy Harris were in attendance. All were impressed. Chair Hayes & Com. Burkhart asked if they could present to the commission & host a workshop. Matt Hulse agreed. Secy. Harris made initial communications of invitation. The executive board made a motion for approval and to select a date to present to the Commission in August. M: BH, 2<sup>nd</sup>: RB, Motion passes to invite to the August meeting.*
10. Discuss October Retreat – *It was discussed at length if the commissioners were able to meet the mobility requirements to moving offsite. Three options were given for the retreat: 1) 50/50 w/potluck (auditorium/restaurant), 2) All restaurant with no potluck, and 3) All In-house retreat w/breakfast potluck and a catered lunch. Motion was made to pass option 3. M: MB, 2<sup>nd</sup>: RB 4 Yes, 1 No, 1 Abstain – Motion PASSES It was asked that we get the catering menus for Little Louies, Laura's Fine Dining, Hotel Mac (BiancoVerde), El Sol Catering, El Azul Restaurant, & La Strada Restaurant. We will discuss it at the next meeting.*

*The Chair stated that a guest speaker from the city attorney's office would speak on the Brown Act. In addition, a review of the election of officers will be done by the nomination committee (M.Braxton & R.Brooks. GOALS of the retreat: fundraising ideas, set the 2025 calendar, and talk about creating a program development committee.*

11. Staff Report: Department updates – *Kymerlyn announced that the department budget is not finalized though it was noted that the senior center staff is now complete. Facility improvements and renovations are now underway with the library renovation commencing in early Spring 2025.*

## 12. Reports – 20 minutes

A. Transportation: Commissioner Harris – *He's been attending ACOA/SMAC meetings (application pending) and the AC Transit meetings. The recent meeting was the discussion of Seamless Transit Services in the Bay Area. A person would be using ONE platform to get around all nine counties with the use of ONE "card" to transfer from bus to BART to ferry, etc.*

B. Commissioners' feedback – *none*

- C. Commissioners to report on other meetings and events they attended. – Secy Harris announced that he'd be attending the LAST 2024 Bay Area Affordable Housing Meeting (virtually) on July 16, 2024.
- D. Discuss planned 2024 Calendar workshops and need people to help with the planning:
- i. SOUL LINE DANCE (August) - the executive board asked for price quotes for serving food. It was recommended to use local sandwich places like Angelo's and Little Louies. The Secy would get menus & price quotes so as to discuss at the next meeting. Secondary option: we go with ordering Pizza from Dominos like what was done last year.
  - ii. SENIOR SAFETY SUMMIT (September) – It was suggested that keep the guest speakers to no more than three (3) speakers due to the 2-hour time slot for the workshop. The guest speakers will be **Vital Link** (Asher Hoffman), **Fire Extinguisher Demonstration** (RFD), and **Crime Prevention Neighborhood Safety** (Michelle Milam). Regarding food, the executive board APPROVED by vote, that we replicate the same continental breakfast in prepacked boxes as we done last year. Staff will cover the cost and prep for 40 boxes. And water along with coffee service will be provided.
- E. Finance Report - no report

Announcements – Com. Burkhart announced that Juneteenth was a success; 100 plus vendors; however, there was a lack of “seniors” in attendance. Possibly due to hot weather & uneven ground. Chair Hayes mentioned that the various state and local governments are considering adding a John Lewis Day.

Adjourn – Time: 12:07P

Community Services-Recreation Staff Liaison: Kymberlyn Carson-Thrower –  
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