

CITY OF RICHMOND

Commission On Aging

Friday, May 3, 2024, 10 AM – Noon
 Richmond Memorial Auditorium, Bermuda Room,
 403 Civic Center Plaza, Richmond, CA 94804

PRESENT: Michelle Hayes, Myrtle Braxton, Bev Wallace, Kiran Agarwal, Cate Burkhart, Bryan Harris

ABSENT: Regina Whitney, Rose Brooks, Naomi Williams

STAFF: Kymberlyn Carson-Thrower, Carlette Harris-Virgil

GUEST: La Tonya Watson, Rev. Donna Decamp, Lorene Holmes, Jackie Alexander

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** - Chair Hayes called meeting to order at 10:16 AM
2. **Roll Call** - Acting Secretary Harris called the roll, 6 Present, 3 Absent (Quorum Yes)
3. **Councilmember Gayle McLaughlin** – Thanked everyone for attending & tabling at the Literacy Fair. Had over 100 in attendance. Next year's date is May 17, 2025. Congratulations on a successful Wellness Clinic, looking forward to next year. Informed that the Cinco de Mayo Parade is to be postponed due to rain, rescheduling for late September. Reminder of Juneteenth 6/22. Informed of a summit meeting on sea-level rise, more information to come. Regarding the city Budget, first draft being revised now, projected to pass budget on 6/18. More info at the next COA meeting. Also announced that Right-choice voting will be on the ballot this November, details to be in her newsletter. The BTA Community Center re-opening delayed until June, date: TBA. And announced that street sweeping will be again in the Fall. More details will be announced later.
4. **Tech Training – Steve Lipson** – Announced that online training will begin this month, offering both “tech & software training” on Fridays, from 10A-12N but not on the 1st Friday of the month. AI Training will begin in May, offering various skills on several AI software platforms on Tuesdays, from 10A-12N. Both classes will be “drop-in” attendance. Announced that there is new technology called Rabbit coming to the consumer market; it will be an actual AI device for personal use. Initial cost @ \$199.00. Tech is being developed now.
5. **Open Forum & Introductions** – we have two returning guests: La Tanya Watson and Jackie Alexander. And two new guests: Rev. Donna Decamp and Lorene Holmes. Each has submitted an application to be on the commission excluding Jackie Alexander. Com. Burkhart reported that OAEF will meet on Sunday 5/5/24 via Zoom.
6. **Review and Approve APRIL 5th Minutes** – APPROVED with corrections (M: KA, 2ⁿ: MB, M Pass)

7. **Discuss and recommend Senior Winter Ball:** colors, caterer, identify students to help decorate and clean up after the ball. - the following was APPROVED:

Color theme: ROYAL BLUE with White & Silver (M: MB, 2nd: CB, Motion passes)

Caterer: EL SOL CATERING was approved unanimously (M: MB, 2nd: BW, Motion passes)

~ Per Com. Harris, he will communicate with the caterer and get a price quote and menu.

Band: Top Shelf CONFIRMED

Poster/Flyers: "Save the Date flyers will be made available in June; we will be using our "signature image" the Dancing couple. The dress will be Royal Blue.

8. **A- Discuss the need for the commissioners to commit to attending upcoming events.**

Sign up and be there at the beginning and stay until the end for clean-up.

- *The Chair reminded everyone of the importance of committing and supporting all RCOA community events including city events. Suggested that we establish a "sign-up list" with 2 hours shifts per event (average event is 4-6 hours long).*
- ✓ *NOTE: these shifts would include an opening crew (including set-up), a mid-shift, and a closing shift (including clean-up). This template would be used for all RCOA events and/or Community supported events as well. And asked for a minimum of two commissioners per shift. The Secretary will create a sign-up list template and present it at the next meeting.*
- *SIHF schedule: 9:15A-11:15A Cate & Kiran, 9:15A-1:30A Myrtle & Michelle, 10A-1P Bev Wallace (greeter), 9:15A-1:00P Bryan (MC)*
- *Chair Hayes suggested that we approach & recruit various student groups like Girls Inc. & PAL (Harris) to ask for a volunteer corp to assist with "laborious activities" like decorating, table-setting, set-up and take-down including clean-up for all COA events. We could offer incentives like "Graduation points in community service" for students to commit to 20 hours per year.*
- *Com. Harris suggested that we allow the senior center to establish their own volunteer/auxiliary assistance program so that seniors could volunteer with daily programming at the senior center and/or provide an auxiliary support system for Commission event planning including set-up/take-down of decorations, as needed. Secretary to follow-up with program coordinator at the senior center and advise at the next meeting.*

B - Need assistance with upcoming workshops, use template that was used for the Health Clinic – *Com. Harris agreed to take his template (Wellness clinic) and make a universal "blank" template so that all can use.*

9. **Unable to find extra programs from the Winter ball...** I hope everyone was able to give one to their ad supporter. – *Chair Hayes asked about leftover SWB programs.*

10. **Staff Report:** as reported by Kymberlyn Carson-Thrower and Carlette Harris-Virgil:

- a) The Nutritional Lunch Program reopened at the Richmond Senior Center on May 1st, 2024.
- b) The senior center is looking to extend their hours starting June 1st, 2024, with the 1st and the 3rd Saturdays of the month and with hours from 10:00A – 2:00P.

- c) *The senior center is planning a Cache Creek casino trip 5/17. Call the senior center to reserve a seat. The cost is \$45 per person.*
- d) *And the senior center parking lot is a mess with litter and messy cars belong to apartment complex across the street. Com. Harris announced that he met with various senior center patrons, the patrons submitted a letter of complaint to the Commission regarding the parking lot cleanliness and safety. The commission asked Com. Harris to follow up and submit the letter of complaint to the city manager's office and public works department.*
- e) *Staff announced that two (2) new hours have been added to the city's calendar: Cesar Chavez Day and Juneteeth.*
- f) *Staff announced that the Senior Annex will be hiring one more person and the Auditorium will be hiring two more people for on-call, part-time (20hrs/wk.) & year-round positions.*
- g) *Reminder to submit articles and pictures for the next Newsletter. The summer (June) Newsletter will be released by the end of the month.*

11. Program Reports

- a. Transportation (Com. Harris) – MAY 1, 2024: *Zoom meeting with Via Regional director Joe Martin. Attendees: R-transit (Lori Reese-Brown), Chair Hayes, Vice-chair Braxton, Com. Agarwal, Transp. Chair Harris were on the call. The meeting turned into a more Q&A session. Lots of questions asked about making Richmond Moves (RM) more senior friendly. Transp. Chair Harris agreed to establish and maintain communications with Via and form a communications link with the local RM program manager. Per Vice-chair, the RCOA wants to present a hands-on workshop for later this year. To introduce the senior community on how Richmond MOVES works, and how to use the cellphone app and call center options. DATE: TBA.*
- b. Commissioner's feedback on the Literacy Faire, Senior Health Clinic – *all the commissioners agreed that both events were successful and gave positive feedback for having the RCOA involved and supporting the senior community.*
- c. Commissioner reports on other meetings and events they attended.
 - *Com. Harris stated that he'd been attending various council member re-elections campaigns, asking questions about what they are doing for the seniors in their districts.*
- d. Discuss planned meeting to attend with ECIA (May 6th)
 - *Transp. Chair Harris stated that he'd prepare a proposal letter so that he and Chair Hayes could use to present at the meeting. An update will be given at the June meeting.*
- e. Discuss planned Calendar workshops (planning committee updates)
 - *The Soul Line Dance event is set for Saturday, August 24th, 2024, at the Richmond Auditorium. TIME: TBA with flyers available by the next commission meeting.*
 - *The Senior Safety Prevention Workshop is set for Thursday, September 26, 2024 in the Bermuda Room at the Richmond Auditorium. Time: 10:00A-12:00P.*

- *Possible program agenda was discussed: INVITES for the Fire department to perform fire extinguisher demonstrations. (30 minutes), a speaker on Rape Prevention (20 minutes), CPR/1st AID demonstration (15 minutes), Earthquake readiness with swag materials (20 minutes), and a Senior neighborhood safety by Crime Prevention Division (30 minutes).
NOTE: Crime Prevention cancelled at the last minute. MORE discussions at the next meeting.*

12. Finance Report (Rose Brooks) – no report

13. Announcements - Council member Claudia Jimenez will be a guest.

14. Adjourn - 12:26 PM

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