

CITY OF RICHMOND
Commission On Aging

Friday, November 1, 2024; 10:00a-12:30p
Richmond Memorial Auditorium, Farallon Room,
403 Civic Center Plaza, Richmond, CA 94804

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

ABSENT: Rose Brooks, Treasurer, Bev Wallace, Eric Mosely

STAFF: Kymberlyn Carson-Thrower, Carlette Harris-Vigil

CITY COUNCIL: Gayle McLaughlin

GUEST: Gerry La Londe-Berg, Cordell Hindler

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.

MEETING MINUTES

- 1. Meeting called to Order by Chair Hayes** 10:10 AM
- 2. Roll Call by Secretary Harris** Present: 7 Absent: 3 Quorum Yes
- 3. Tech Training – Steve Lipson** *Per Steve (CA Legislative representative), there are many initiatives awaiting signatures, tentative approval dates sent for January 2025. Regarding AI technology, there are breakthroughs every day. Google has released "Notebook LM. It is designed for making PSA (public service announcements) & podcasts. Starting January, there will be training opportunities for the youth in Open AI.*
- 4. Liaison to COA, Council member, Gayle McLaughlin** *Per Gayle, budget reviews are in progress. Followed by implementations of funding. She is promoting the Senior Winter Ball to the other council members and plans to be at the ball herself. She noted that half of the city council will be on a educational and outreach to Cuba during the first two weeks of December. Gayle updated on the Sea-level Summit meeting; there has been a request for a focus group to be developed in the new year. In addition, funding for the Pt. Molates sale is pending to the EastBay Parks District. And the Seneca site is still an on-going issue; the HRT.LLC has stalled. Lastly, Gayle announced that everyone needs to get out and vote on Tuesday, November 5th and the next city council meeting will be November 19.*
- 5. Open Forum – 5 minutes** *Cordell Hindler of the Park Plaza Neighborhood Council reported that the RCOA are all invited to the next Mayor's conference on 12/5 at 6:30P in the host city of San Pablo. Cost: \$70pp. He further stated that either 11/19 or 11/26, the RCOA membership applications should be on the calendar for approval. Kiran*

Agarwal thanked fellow commissioner Donna De Camp for bringing and recommending the collaborative partnership with GRIP and Harmony Walk to the commission. She had done a wonderful job organizing and setting things up for the commissions inaugural booth event for supporting senior homelessness. Cate Burkhart announced the 50th Anniversary of the Christ Lutheran Senior Community Center with a celebration on 12/10. She concluded that they'd be having a Tea on 11/16 from 2-4P.

- 6. Special Recognition** Chair Hayes recognized special awards to Steve Lipson and Jackie Alexander. The entire commission thanked both for their tireless support during the past.
- 7. Official Welcome of new commissioners** Per Chair Hayes, the revised welcome letters along with packets by the city staff support team have been completed. And it will be sent out to the newest members via mail.
- 8. Review & Approve Minutes** Motion: Myrtle Braxton, 2nd: Cate Burkhart Approved
- 9. Meeting to be held over for special lunch treat from Commissioner Harris**
- 10. Staff Report: Department Updates** Per city staff (Kymberlyn), she reported:
 - A. Update on Senior Winter Ball**
 - a. Decorations** Kara Braxton has agreed to provide table decorations featuring a Nutcracker theme. Contract rate: \$450. M: CB, 2nd: DD Approved
 - b. Bartender** Kymberlyn announced that the bartender is all set. They will handle the ABC License and bring all the alcohol that they plan to sell.
 - c. Program book sales** Per the Chair & City staff, the commissioners need to push sales this year. The deadline for all ads is Friday, November 22. The program is going to print on 11/26.
 - d. Ticket sales** CSD Registration staff will have a table in the lobby for Will Call and Ticket pick-up.
 - e. Commissioner times:** Set-up 12/13 – 10:00A to 2:00P, Day of event 12/14 – 4:30 PM
 - f. Event Staffing** To assist the student Escorts, there will be two staff at the lobby doors and two at the main floor doors. Tickets will not be torn nor taken as they are keepsakes. Table numbers will be told to the escorts, even # on one side – odd # on the other. City staff asked Secretary to send email request for additional departmental staffing.

- g. 50/50 Raffle** *It was recommended that frequent announcements be made throughout the night. Staffing the 50/50 table from 5:45P-6:45P by RCOA, 6:45P-7:45P by CSD staff, 7:45p-8:45P RCOA.*

B. Reconcile Account *Tabled until the next meeting*

11. Review of our events this year & OFFER ideas for advertising. We spend a lot of money on flyers & end up throwing half away. And still, no one attends our events. *Tabled until the next meeting*

12. Review process of adjunct committees *Tabled per the Chair as this need Executive clarification.*

13. Open for Event Ideas and Discussion

A. Grip Harmony Walk *Based upon the overall satisfaction of attending this event and the community support of having the RCOA present, Commissioner Donna De Camp asked to have this event added to the commission's annual outreach calendar. However, we need to plan for shade thus recommended that the commission purchase a "pop-up canopy" and a table banner with the Commission on Aging signage. M: DDC, 2nd KA Approved*

B. Honoring those who are 100 + years old – Centenarian Awards – *After much discussion, it was determined that this would not be done at the Senior Winter Ball but rather recommended that we do this at the Senior Information and Health Fair (in May). In the meantime, it was recommended that "we create a flyer" for nomination selections for the Centenarian Award per Cate Burkhart. IN addition, Cate made a motion to create a steering committee. M: CB, 2nd: BH APPROVED*

C. Co-sponsoring Richmond/West Contra Costa Housing Solution

Conference *Gerry La Londe-Berg asked the commissioners to review the proposal that he provided during the Retreat. He is hoping for open discussion to begin after the holidays. It is noted that he has discussions with Chair Hayes and Secretary Harris. Furthermore, he has been in talks with potential community partners and collaborators within Contra Costa County who have expressed interest.*

D. Presenters for November and December *Per the Executive board, no presentations until after the new year.*

E. Youth interns *No report, Commissioner Mosely absent*

F. Transportation Awareness for Visually Impaired *No update provided from Commissioner Agarwal & Secretary Harris*

G. Create awareness for Senior homelessness No update provided from Secretary Harris and Commissioner Moseley

H. Discuss and plan 2025 Calendar *Per the Chair, 30 minutes will be set aside at the December meeting to finalize the 2025 calendar.*

14. Announcements *Coffee donations will be tabled until the December meeting.*

15. Adjourn 1:24PM

Community Services-Recreation Staff Liaison: Kymberlyn Carson-Thrower – (510) 620-6789

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