

CITY OF RICHMOND

Commission On Aging

GENERAL MONTHLY MEETING

Friday, August 2, 2024, 10:00 AM – 12:00 Noon
Richmond Memorial Auditorium, Farallon Room,
403 Civic Center Plaza, Richmond, CA 94804

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

ABSENT: Bev Wallace, Kiran Agarwal

STAFF: Kymberlyn Carson-Thrower

CITY COUNCIL REP: Gayle McLaughlin

GUEST: Eric Moseley, Lorene Holmes Dees, Cordell Hindler, Matt Hulse

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 - 10:12 AM
2. Roll Call by Acting Secretary Harris – 6 present, 2 absent, we have Quorum
3. Councilmember Gayle McLaughlin – Gayle reminded everyone that National Night Out is 8/6. And announced that Soulful Softball Sunday will be 8/18; she is throwing out the first ball. The council will be on recess until 9/10. She reminded the commission of the Sea Level Rise Summit will be 9/28 in Council Chambers. The meeting will be hybrid. In addition, the Black History Museum is pending the survey results. To conclude, the commission asked Gayle if she has chosen or recommends a city council member to replace her when she steps down in November. And we further asked for her help to get legal support for the Brown Act. Both she will follow-up with when she returns from her 45-day vacation.
4. Tech Training – Steve Lipson – Steve informed the commission on the value and price increase in printer ink stating that it is often cheaper to buy a new printer vs. the ink replacement. The cost of printer ink has become increasingly more expensive over the years. He recommends that if you want to print photos that you go to your local Walgreens, that it's a cheaper alternative. Costco is another option however he reminded of its subscription-based fee for membership but stated that shipping was free & printing cost was often half the price. He reminded that AI training is Tuesdays from 10A-11A & 11A-12N and that Tech training is Fridays from 10A-11A

5. Presentation by Matt Hulse, Contra Costa Senior Legal Services – Matt gave a wonderful half hour presentation on the services that his office provides for seniors in Contra Costa County. Some of these services include Tenant/Landlord issues, Elder Abuse & scams, Wills & trust including Health Care Directives. All are “free of charge.” He further informed that his office is willing to provide workshops in partnership with the community and commission. Both staff and commissioners agreed to this option. Dates and locations will be announced once arrangements have been confirmed. He concluded that his office is in Concord but he frequently has a mobile office in for which he is in Richmond at the two senior centers & the library.
6. Open Forum – Cordell Hindler of the Park Place Recreation Council presented that Richmond will be hosting the annual Mayor’s Celebration on October 3rd. Details TBD. Eric Moseley introduced himself, that he relocated to Richmond a year ago and is now looking to engage in more community activism especially on issues involving homelessness and housing. He is considering membership with the RCOA. Com. DeCamp announced that she would be speaking at the Easterhill Church on Sunday 8/18 at 10A. She invited everyone to attend.
7. Review and Approve Minutes – M: MB, 2nd: CB, July Minutes were Approved
8. Discuss Centenarian Recognition event – it was agreed that staff will put an announcement in the next newsletter for nominations. That anyone can nominate anyone in the community. And those awards will be announced throughout the year as needed. M: BH, 2nd: DDC – Motion was Approved
9. Discuss having Leonard Leinow, author of “CBD A Patient’s Guide to Medicinal Cannabis”, to present at the Richmond Senior Center – Chair Hayes suggested that the commission host the book author so as to help educate the commission on the benefits of alternative medical treatments that involve the use of CBD products. It was recommended that the executive board meet the author to see if they would be available. A possible timeline would be later this Fall.

M: CB, 2nd: MB Motion was Approved
NOTE: a flyer was available, the City of Richmond is looking to host a presentation on Wednesday, 9/11 at the Richmond Auditorium, Bermuda Room.
10. Discuss and recommend food choices and caterer for Line dance and October retreat – Com. Harris reported the price quotes for the Line Dance event and the October Retreat. The following is outlined per discussion:

LINE DANCE FOOD – Options: Little Louies, Angelo’s & Domino’s Pizza

Notes for Angelo’s (510-234-2485) M-F 830A-500P

- There was NO menu on their website, so I called – the reason: they raised their prices this year and have yet to print menus nor update website.
- Yes – they offer catering services.
- Yes – they offer a delivery service but must ask ahead of time.
- Prices are ala carte; no discounts being offered.

Notes for Little Louies (510-235-3108) M-F 700A-300P

- Yes – they offer catering services
- Yes – they offer a delivery service; they have been to City Hall/Auditorium many times.
- For 20 ppl, orders need to be submitted 24 hours in advance. And yes, they would consider giving a senior discount. Send order via FAX, phone-in or Email.

OCTOBER RETREAT FOOD – per Commissioners, Secy to get price quotes from:

- Little Louies Deli – Catering – YES, (see notes from above price quote for Line Dance Event.
- El Sol Catering – Catering – YES, I emailed, awaiting a reply (I will review last year’s order)
- Hotel Mac (Biancoverde) – Catering – NO, Eat-in, Take-out/To-go Orders, Doordash, Pricing is ala carte. Not menu to download, restaurant menu is online with no prices.
- Lara’s Fine Dining Restaurant – Catering – YES, Eat-in, Banquets, Private Dining, Delivery service via Doordash (see attachments) NOTE: catered food are based on banquet pricing.
- La Strada Restaurant – Catering – NO, Eat-in, Banquets, Takeout – Yes (see attachments)
- El Agave Azul Restaurant – Catering – NO, Pick-up, Eat-in, Doordash delivery, Prices are ala carte. I could not find a menu to download.

M: MB, 2nd: CB – Motion was Approved to use Domino’s Pizza for the Line Dance Event.

M: MB, 2nd: CB – Motion was Approved to use Little Louies for the October Retreat.

11. Discuss any updates for upcoming events. –

RE: October Retreat – no response from legal department to do the Brown Act training. Per the executive board, they asked that all commissioners to please be available to attend the 6-hour retreat on Friday, October 4th at the Richmond Auditorium.

RE: Senior Winter Ball (caterer) – Com. Harris announced the menu from the caterer (El Sol Catering). They submitted a price quote cost of \$13,837.50. The commission asked if this was taxed & had a gratuity attached. They also asked to have a line-item breakdown. To report back next month.

12. Staff Report: Department updates – budget is not finalized, staffing is limited.

Both the senior center & Annex each have 1 position open. The auditorium has 2 open positions and DPRC has 1 opening. All positions are part-time. Summer camps are full and going well. Special events are in the planning stages for both Chinese New Year & Black History. The newsletter is almost done. Anyone want items to be put into the newsletter, send them to Kymberlyn as soon as possible. The months: AUG-SEP-OCT.

13. Discuss creating monthly Balance sheet to reconcile our finance reporting
– The executive board announced that it was agreed that the commission (treasurer) should keep an independent ledger and to use the quarterly reports to cross-check and to make sure the account is balanced. Present account balance: \$37,730.86. The board also agreed to fund coffee for the snack bar at the senior center in the form of cash donations and/or bags of coffee by the month for the rest of the calendar year. It was recommended that coffee be sold at the snack bar for \$1.00 with one free refill. It was recommended by Com. Harris that we find a coffee shop benefactor to donate bags of coffee to the senior center. More of these options will be discussed at the upcoming October Retreat. M: BH, 2nd: CB Motion was Approved to have the coffee be sold for a \$1.00 a cup until further notice.

14. Commissioner Reports –

A. Report on other meetings and events they attended.

Com. Harris attended the last virtual Bay Area Affordable Housing Bond Meeting on 7/16.

B. Discuss planned Calendar workshops & Commissioner sign-ups – Chair

Hayes announced that all commissioners, who are able, to please attend the Line Dance Event. The next event is the Senior Safety Prevention Summit on September 26 from 10:00A to 12:00A in the Bermuda Room. Again, all commissioners, if they are able, to please attend the event.

C. Finance Report (creation of COA monthly balance sheet) – report was given during agenda item #13.

Announcements – none

Adjourn 12:30P (Note: meeting extended 30 minutes. M: MH, 2nd: CB Motion Approved)

Community Services-Recreation Staff Liaison:
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