

# CITY OF RICHMOND

## Commission On Aging

**Friday, February 7, 2025; 10:00 AM - 12:00 PM**  
**Richmond Memorial Auditorium, Farallon Room,**  
**403 Civic Center Plaza, Richmond, CA 94804**

PRESENT: Michelle Hayes, Chair, Myrtle Braxton, Vice Chair, Bryan Harris, Secretary/Treasurer, Kiran Agarwal, Lorene Holmes, Gerry La Londe-Berg

ABSENT: Bev Wallace (e), Rose Brooks (e), Cate Burkhart (e)

COUNCIL LIAISON:

CITY STAFF: Carlette Harris-Virgil, Kymberlyn Carson- Thrower

GUEST: Cordell Hindler, Regina Whitney, Janet Johnson, Jackie Alexander

This meeting is being held in a wheelchair accessible location. To request disability-related accommodation 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 10:07AM
2. Roll call by Secretary/Treasurer Harris Present 6, Absent 3 Quorum YES
3. Tech Training – Steve Lipson - *State Legislature: the Brown Act Revision has been voted and adopted. SB 239 Passed. Watch updates via email. AI News/Academy – new AI program out of China called Deepseek. This app is trending popularity. Tech training sessions will resume early to mid-March 2025.*
4. Open Forum – *Per Cordell Hindler, he made the following announcements: Gerry La Londe-Berg was approved by the city council members at the last meeting. The next Mayor's conference will be held in Lafayette. And Rotacare next meeting is 2/14, dinner is \$35. Janet Johnson was invited to attend the meeting by Myrtle Braxton. Ms. Johnson is quite active in the Senior Line Dance class at the Richmond Senior Center. Regina Whitney was in attendance; she's waiting to have her membership reinstated. She's looking forward to coming back. And the commission will be happy to have her back as well.*
5. Review and Approve Minutes – M: Myrtle Braxton 2<sup>nd</sup>: Bryan Harris APPROVED
6. Welcome Gerry La Londe-Berg to the commission – *Chair Hayes announced and congratulated our newest commissioner as did the rest of the commissioners. We are very happy to have him.*
7. Overview of 1 on 1 meetings – *Chair Hayes had a successful time meeting with all the commissioners. And encouraged the other commissioners to do the same.*
8. Recommend that all the commissioners to have 1 on 1 meetings with each other.
9. Senior Transportation Workshop & SMAC meeting Updates – Secretary/Treasurer Harris –
  - A. *The Senior Transportation Workshop rental contract confirmed - Richmond Sr. Center April 2, 2025, 130P- 330P. The STW flyer has been drafted. The Commission approved flyer and to be double sided with English on front & Spanish on the back. A task list has been created & a planning committee has been established. Two vendors have already confirmed: R-Transit and Seamless Bay Area. Now that the flyer is approved, the committee can begin outreach & PR.*

- B. *The SMAC (Senior Mobility Action Council) has selected a new chair SMAC: Candace Evans. Jim Donnelly step down only to return as President of the ACOA. SMAC is currently establishing “open communications” with Contra Costa Transportation Authority (CCTA), the City of Richmond, and Glydways project. The SMAC chair has appointed Commissioner Harris as the Committee Outreach Liaison for the duration of this new automated, driverless vehicle project for Contra Costa County. The goal is to provide automated vehicles for Contra Costa County by 2035. Next SMAC meeting is Tuesday, 2/18 from 1000A-1200N. Guest presentation: BART. Effective March 3, 2025, the SMAC meeting will move to a new day & time: 1<sup>st</sup> Monday of each month from 1:00 PM to 2:30 PM.*
10. *Recommend we have subcommittees again. – Chair Hayes announced that the sub-committees are being reinstated. And asked the commissioners to think of which committee they would be interested in joining. At the next meeting, a sign-up will be passed around. She also encouraged the commissioners to become more involved in other activities like sitting on the Chevron Advisory Council and attending the council meetings in-person or viz Zoom.*
11. *Feedback on Senior Winter Ball – Vice-chair Braxton stated that the “commissioners” are to meet & greet the guest at the door, not the volunteers. They can assist with escorting. Next year, we need to return to this tradition. Secy Harris followed up to say that we need to continue to outreach for volunteers but that we need to start in August as so many volunteers get signed up by other groups. Chair Hayes added that next year, the band should take their last break while we do the raffle drawing. The feedback was concluded with a statement from Commissioner La Londe-Berg regarding the 50/50 raffle, that whenever there is an exchange of money there should always be TWO commissioners present when handling cash. This protects all people from the liability of theft or loss of money. Vice chair Braxton mentioned that there was no line dancing available during the band breaks. This is a widely recognized dance activity. Next year we need to communicate with the DJ for dance number options. Final note: we need to get a professional photographer to take better pictures. And it was suggested that we increase the price to \$50 pp.*
12. **Staff Report: Department Updates**
- A. Update on Senior Winter Ball expenses and income and expenses. - *The finance manager has been out on vacation; therefore, the reports cannot be completed. It has been recommended that “next year” that the Commission do ALL Senior Winter Ball TIX sales through the registration office as that can provide the final reports as they work on an internal server.*
- B. Need an accurate balance sheet with total expenses and income. - *Due to the limited working hours of the finance manager and their two-week request, we missed the deadline to request.*
- C. Need to schedule meeting with City Clerk and Mayor with our concerns – *City staff agreed to set a meeting with the mayor & city clerk for the Executive board. And to set a meeting with the Finance manager. Kymberlyn Carson-Thrower announced the following: the senior Legal Services workshops are going good at the Senior Annex. And as for the bus trips, quotes are still pending. And a reminder of the free event: Black History Celebration on Saturday 2/22.*
13. *Review of our calendar of events this year - think about what needs to stay, be replaced, or combined, etc. – Secy Harris submitted the final “approved” calendar of events.*
14. *Who was able to read some of the COA manual? - It was recommended that we create a committee to review at the next meeting.*
15. *Announcements Black History Celebration Saturday, 2/22, FREE event. Call the senior center to register.*
16. *Adjourn – 12:39 PM (12:00P - Motion to extend meeting: Myrtle Braxton, 2<sup>nd</sup>: Bryan Harris. APPROVED*