



CITY OF RICHMOND

Commission On Aging

Friday May 02, 2025; 10:00AM-12:00PM
Richmond Memorial Auditorium, Farallon Room
403 Civic Center Plaza, Richmond, CA 94804

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

ABSENT: Rose Brooks, Bev Wallace, Kiran Agarwal, Cate Burkhart

STAFF: Kymberlyn Carson-Thrower

CITY LIAISON: Jamelia Brown

GUEST: Regina Whitney, Cordell Hindler, Cindy Howell, Nadine Argueza (Intern), Pat Young, Fernando Hernandez, Jackie Alexander, Joserlyn Ellis (Vitas), Sherri Perkins (Vitas)

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

RCOA MEETING MINUTES

- A. Meeting called to Order by Vice-chair Braxton 10:05 AM
- B. Roll call by Secretary/Treasurer Harris 5 Present, 4 Absent Quorum YES
- C. Council Liaison Update: Jamelia Brown - Absent
- D. Tech Training Update: Steve Lipson - Absent
- E. **PRESENTATION:** by Cindy Howell, Senior Nutritionist - *The commission hosted a one-hour presentation on senior nutrition, highlighting healthier eating habits. Cindy Howell discussed how proper nutrition impacts seniors, especially those with diabetes. She emphasized the importance of balanced meals and mindful food choices to maintain health and well-being. Attendees gained valuable insights for improving their diets. Slide deck available via email.*
- F. **Open Forum** - Cordell Hindler (Park Plaza) announced good news, commissioner appointments coming the end of May, next Richmond Rotary meeting is 5/16 \$35pp, and the next City Mayors Conference will be in September in El Cerrito for \$70 pp. Vitas guest Joserlyn Ellis and Sherri Perkins introduced themselves, they wanted to sit in and announced that they will be a vendor at next month's Senior Information & Health Fair.
- G. **Review and Approve Minutes** M: Bryan Harris, 2nd: Myrtle Braxton APPROVED YES
- H. **Secretary/Treasurer Report**
 - a. In talks with BART, Transbay Coalition, and Seamless Bay Area to put together a "senior trip" using BART, AC Transit, etc. services. DATE: TBD in September LOCATIONS: Pier 39 SFO via AC Transit & Ferry, Oakland's Grand Lake Farmers Market via AC Transit & BART.
 - b. Requested a meeting with Councilmember Brown to discuss how the RCOA can get the council to pay for some of our special event's expenses. Update by the next meeting.
 - c. Our "intern" (Nadine) has been included in on most of our emails reflecting marketing, communication and fundraising. She's been very helpful to the commission.
 - d. I've reached out the program coordinator at Job Works & to the Vice-Mayor & our council liaison for their assistance in finding an empty office space at 330 25th Street. There are several empty offices on the second floor. Since the community and the growing needs of the commission are requiring us to have a "physical space" that I've been researching for a suitable setting. I'm awaiting feedback.
 - e. No treasurers report

- I. **Transportation Update** – Yes, the West Contra Costa Transportation Commission is STILL operating. The executive director is John Nemeth. They are still located at 6333 Potrero Ave., El Cerrito. WEB: www.westcontracostatc.gov. They meet: TAC MTG - 2nd Thursday, 9A-11A and the Board MTG - 4th Friday 8A-10A. I've been in talks with the executive director; they are considering having a "seat at the table" for the RCOA. An update will be given by the next meeting if approved.
- J. **Sub-committee's Event Updates**
- a. Sr. DAY OUT (JUL) – Lorene & Regina announced the event will be called the Senior Jamboree from 5:00 PM to 9:00 PM. The idea of adding a Cookout to the event, in the future, at Nichol Park. Flyers will be available at the next meeting. Asked about a budget and if there is a task list form.
 - b. Sr. Line Dancing (AUG) – Pat & Jackie announced that they've made a flyer, the date is set for Saturday, August 23, 2025, at the Richmond Auditorium from 1:00 PM to 3:00 PM. The cost will be \$10 pp. Leonard Plumber will be instructor, light refreshments offered as well as a 50/50 drawing.
 - c. Sr. WINTER BALL (DEC) – the commission voted on the theme colors of Purple, White, Silver and Black. There will be a \$5 increase in ticket price, \$50 pp. Request to link ticket sales to QR codes for head count, menu selection (meat/vegan) & table request. Need to speak with registration.
 - d. Sr. Safety Summit (SEP) – Bryan & Myrtle announced that they are meeting today to set they outline of the event and offer potential invites of vendors for the event.
 - e. RCOA October Retreat (OCT) – Bryan & Myrtle announced that they are meeting today to select potential locations.
 - f. Sr. Wellness & Nutrition Workshop (OCT) – Michelle & Bryan are presently reviewing potential vendors & speakers. One of the speakers will be Cindy Howell. More details at the next meeting.
- K. **Senior Information Health Fair** (table assignments & last-minute briefing) – Per the chair, an email will be sent out to remind commissioners of their time slot & to Cc staff. Reminder Comr. Harris will be the MC for the event, and he will set up the table prior to the other arrivals.
- L. **Fundraising discussion** (Raffles, Silent Auctions, Photo Book, "Mardi Gras") – Comr. Dees announced that she's done various methods of successful fundraising over the years such as a virtual Mardi Gras silent action. This could be done in February/March. Asked if the RCOA has a NP 501c (3), staff says it does not. Asked if we could apply for one. Staff will ask management. It was recommended that the commission could host a Carnivale like-event, a Brazilian festival called a "A Night in Rio."
- M. **Quarterly Newsletter Update** by staff – Due date for any article submissions is May 16th.
- N. **Staff Report** (Kymberlyn Carson-Thrower):
- a. CSD/Recreation Department Updates – Budget hearings continue, no clear increase for funding to recreation programs and projects.
 - b. Calendar Updates – reminder of the Senior Information & Heath Fair on May 21st.
- O. **Proposal for an Ad-Hoc Communications Plan** (Gerry La Londe-Berg) – Comr. La Londe-Berg presented a document via email outlining the development of a communications network for the RCOA and how it generates outreach information to the senior community. The goal is to create an interactive webpage. Nadine has skill sets for webpage design. And thus, a steering committee will be created to ensure that the webpage is within the guidelines of the city's information technology. M: Gerry La Londe-Berg, 2nd: Bryan Harris APPROVED.
- P. **Comments/changes to the calendar** - none
- Q. **Questions or concerns reading the RCOA Bylaws Manual** – tabled until later date
- R. **Announcements** – Vice chair asked for a 15-minute extension of the meeting so that the commission could finish its agenda. M: Gerry La Londe-Berg, 2nd: Lorene Dees APPROVED
- S. **Adjourn** 12:12 PM