



# City of Santa Clara

## Call and Notice of Special Meeting

### Senior Advisory Commission

Thursday, May 3, 2018

10:00 AM

Special Meeting - Senior Center  
1303 Fremont Street  
Santa Clara Senior Center  
Room 232

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#### CALL TO ORDER AND ROLL CALL

#### CONSENT CALENDAR

- 1.A    18-595    [Senior Advisory Commission Minutes of March 26, 2018](#)

**Recommendation:** Approve the Senior Advisory Commission Minutes of March 26, 2018.

#### PUBLIC PRESENTATIONS

#### GENERAL BUSINESS

1.       18-597    [Senior Advisory Commission 2017-18 Work Plan & Goals Update](#)

#### STAFF REPORT

- 18-596    [Appoint one Senior Advisory Commissioner and one alternate to participate on the El Camino Real Community Advisory Committee \(Presented by Community Development Associate Planner, Anna McGill\)](#)

**Recommendation:** Recommend the appointment of one Senior Advisory Commissioner and one alternate to participate on the El Camino Real Community Advisory Committee.

#### COMMISSIONERS REPORT

#### ADJOURNMENT

Adjournment to next scheduled meeting: May 21, 2018, at 10:00 a.m., Room 149

**Public Presentations**

Members of the public are provided an opportunity to directly address the Board, Commissions or Committee on items of public interest that are within the jurisdiction of the Board, Commissions or Committee, and any item listed on the agenda. For meetings held in the Council Chambers, please note the speaker timing lights located on the podium. A green light indicates the beginning of the time period, a yellow light will appear when 30 seconds remain, and a red light will appear and a buzzer will sound at the end of the time period. Groups are encouraged to appoint a single spokesperson, but all speakers should avoid repetitive comments. You may be requested to fill out a speaker card and/or give your name when you speak, but are not required to do either to address the Board, Commissions or Committee. Please note that the Board, Commissions or Committee cannot take action on an item of business not appearing on the agenda. The only exceptions are if the Board, Commissions or Committee determines that one of the following emergency situations exist: Work stoppage or other activity which severely impairs public health, safety or both, as determined by a majority of the members of the Board, Commissions or Committee; Crippling disaster which severely impairs public health, safety, or both, as determined by the majority of the Board, Commissions or Committee; or Upon a determination by a two-thirds vote of the Board, Commissions or Committee, or, if less than two thirds of the members are present, that the need to take action arose after the agenda was posted; or the item was posted for a prior meeting of the Board, Commissions or Committee occurring not more than five (5) calendar days prior to the date action is taken. In the event of a public presentation, the Board, Commissions or Committee or its staff may briefly respond to statements made or questions asked, or may proceed to the next item of business or adjourn. The communication not acted on shall be accepted by the Board, Commissions or Committee for placement on the agenda for the following Board, Commissions or Committee meeting, if requested by the citizen. Electronic presentations should be submitted to the liaison department to enable screening for compatibility and viruses. Contact the liaison department to ascertain when the material should be submitted. Written materials should be submitted to the liaison department to allow the City to copy such materials. Contact the liaison department to ascertain when the material should be submitted. Any written materials submitted during the meeting should include sufficient copies for the Board, Commissions or Committee and the public.

**Americans with Disabilities Act (ADA)**

In accordance with the Americans with Disabilities Act of 1990, the City of Santa Clara will ensure that all existing facilities will be made accessible to the disabled. Modifications in policies, procedures and/or practices will be made as necessary to ensure access for all individuals with a disability. Individuals with disabilities are encouraged to contact the City's ADA Office at (408) 615-3000 to discuss meeting accessibility. In order to allow participation by individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities, please do not wear scented products to meetings at City facilities. For meetings held in the Council Chambers, individuals with a hearing impairment should note that the Council Chamber is equipped with a headset system which allows one to hear more clearly from any seat in the room. Please ask a City staff member present at the meeting for details. Upon request by a person with a disability, meeting agendas and writings distributed during the meeting that are public records will be made available in an appropriate alternative format. Please contact the City Clerk's Office at 408-615- 2220 with your request.

**Appeal of Council/Board/Commission/Committee Action**

Pursuant to Government Code section 65009, any challenge of Public Hearing matters in court may be limited to only those issues raised at the Public Hearing, or in writing submitted before or at the Public Hearing. Any challenge to a Public Hearing matter must be filed in accordance with the provisions of Civil Code section 1094.6, including applicable time limitations.



# City of Santa Clara

1500 Warburton Avenue  
Santa Clara, CA 95050  
[santaclaraca.gov](http://santaclaraca.gov)  
[@SantaClaraCity](https://twitter.com/SantaClaraCity)

## Agenda Report

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**18-595**

**Agenda Date: 5/3/2018**

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**SUBJECT**

Senior Advisory Commission Minutes of March 26, 2018

**RECOMMENDATION**

Approve the Senior Advisory Commission Minutes of March 26, 2018.

Reviewed by: Jennifer Herb, Recreation Supervisor

Approved by: James Teixeira, Director of Parks & Recreation

Attachment:

1. Draft Minutes of the Senior Advisory Commission March 26, 2018



**Commissioners Present:** Commissioner Wanda Buck  
Commissioner Bobbi Estrada  
Commissioner Alma Garcia  
Commissioner Grant McCauley  
Commissioner Sam Orme  
Commissioner Nancy Toledo

**Excused:** Excused - Commissioner Carolyn Seeger

**Councilmember(s)** Council Member Debi Davis

**Staff:** Kimberly Castro, Recreation Manager  
Jennifer Herb, Recreation Supervisor

**Guests:** None

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**Matters for Council Action:** None

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**1. Call to Order/Roll Call**

The meeting was called to order by Chair Bobbi Estrada at 10:04 a.m.

**2. Approval of the Agenda**

On a motion by Commissioner Toledo, and seconded by Commissioner McCauley, the agenda was approved (6-0).

**3. Approval of February 26 meeting minutes**

On a motion by Commissioner Buck, and a second by Commissioner Toledo, the Commission approved (6-0) the minutes for the regular meeting.

**4. Correspondence/Communications –**

- A. Recreation Supervisor Herb informed the Commission about a recent Utility Bill scam, and reminded the Commission to be careful when receiving phone calls regarding utilities.
- B. Recreation Supervisor Herb shared with the Commission about a new safe and convenient way to dispose of unwanted and expired medications.

**5. Old Business**

- A. Commission Fiscal Year 2017-18 Work Plan & Goals
  - i. Support Health and Wellness Fair (Commissioner McCauley) – Commissioner McCauley updated the Commission that 30 exhibitors have RSVP'd thus far to have a resource table at the fair. He reminded the Commission that they will be providing the following assistance:

- Man a Senior Advisory Commission booth
  - Pass out event evaluations and meal tickets to exhibitors
  - Act as Greeters at the beginning of the event
  - Assist patrons with their lunch
- ii. Promote Elder Fraud Workshops Quarterly (Commissioners Estrada/Garcia) – Supervisor Herb updated the Commission that she’s working with the IT Department who will be offering an internet safety workshop at the end of April. This workshop will focus on internet browsing and how to keep from falling prey to scams.
  - iii. Develop opportunities to promote Brain Health for seniors (Commissioners Orme/Buck) – Commissioner Orme and Buck reminded the Commission that they will be co-sponsoring the Senior Center Cinema, showing “Walk with Me,” a Journey into Mindfulness, in the fall. Commissioner Buck mentioned an interest in focusing on the bigger picture of Health & Wellness.
  - iv. Champion Age-Friendly Initiative (All) – Recreation Manager Castro informed the Commission that the Parks and Recreation Department is working with Santa Clara University students on an environmental project which will involve a walking audit of parks, where students will be looking for deficiencies. Council member Davis informed the Commission that she belongs to an organization consisting of 15 cities in the Bay Area, that are looking for consistency in ways that cities are championing the Age-Friendly Initiative.

## **6. New Business**

- A. Senior Needs Assessment report – Recreation Manager Castro shared a draft of the executive summary to the Commission, comparing our data with other sets (SC County and Sourcewise) used to make decisions on how to serve the senior community.
- B. Senior Nutrition Program – Recreation Supervisor Herb provided a brief overview of the Dining Out, Senior Nutrition Program at the Senior Center, that aims to reduce hunger and food insecurity, encourages socialization, and promotes the health & well-being of older adults. The Dining Out Program is offered Monday – Friday at 11:30 am, and diners may select one of five daily meal choices.
- C. Formatting Agenda
  - i. Commissioner Reports – Recreation Supervisor Herb explained to the Commission that the old format of Commissioners Reports which involved each Commissioner reporting on a specific topic was replaced with the Commission Fiscal Year 2017-18 Work Plan & Goals. Recreation Supervisor Herb also informed the Commission that the City is in the process of streamlining Commission agendas and minutes and will be creating agenda templates for Commission meetings, and will include audio meetings in the near future. Commissioner Orme requested that Commissioner updates be moved before Staff Reports for the current meeting. The Commission voted 1-3-2 against the motion.

## **7. Staff Reports**

- A. Recreation Supervisor Herb shared with the Commission that the Central Park Annex Park Dedication went really well and had a nice attendance. She encouraged the Commission to stop by and see the new park.
- B. Recreation Supervisor Herb informed the Commission that the Youth Commission is still interested in having a joint dinner with the Senior Advisory Commission and that she’ll be working with Youth Commission Staff Liaison Kawada on dates.
- C. Recreation Supervisor Herb informed the Commission that the Community Development Department is looking to have a couple members of the Senior Advisory Commission sit on a committee for an upcoming project. Anna McGill will be attending the April meeting

to provide more details.

**8. Commissioner Reports**

- A. Commissioner Orme
- B. Commissioner Buck
- C. Commissioner Estrada

**9. Conference and Attendance Reports - none**

**10. Public Presentation - none**

**11. Adjournment**

On a motion by Commissioner Garcia and seconded by Commissioner Toledo, the Commission (6-0) adjourned the meeting at 12:15 p.m.

Prepared by: \_\_\_\_\_

Jennifer Herb  
Recreation Supervisor

Reviewed by: \_\_\_\_\_

Grant McCauley  
Commission Secretary

Submitted by: \_\_\_\_\_

James Teixeira  
Director of Parks and Recreation



# City of Santa Clara

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## Agenda Report

18-597

Agenda Date: 5/3/2018

### **SUBJECT**

Senior Advisory Commission 2017-18 Work Plan & Goals Update

### **BACKGROUND**

At the July 24, 2017 Senior Advisory Commission meeting, the Commission developed the 2017-18 Work Plan. The Plan was created through discussion of current trends relating to the senior population. The following goals were selected based on priority and community needs:

- Develop opportunities to promote Health and Wellness
  - Host “Be Strong, Live Long” Health & Wellness Fair - May 2018
  - Promote “Brain Health” through research articles, and events
- Promote Quarterly Elder Fraud Workshops
- Champion implementation of the World Health Organization’s “Age-Friendly City Initiative” in Santa Clara
- Send two (2) representatives to attend the City’s ADA Committee

### **DISCUSSION**

The Senior Advisory Commission will provide monthly updates on the status of the Work Plan Goals for the year.

- A. Develop opportunities to promote Health and Wellness
  - Commissioner McCauley will provide a verbal update on the “Be Strong, Live Long” Health & Wellness Fair
  - Commissioners Orme and Buck will provide a verbal update on the promotion of “Brain Health” research and event opportunities
- B. Promote Elder Fraud Workshops
  - Commissioners Estrada and Garcia will provide a verbal update on the promotion of Elder Fraud workshops in the areas of emotional, financial, internet safety and other relevant topic areas.
- C. Champion Age-Friendly Initiative
  - Commissioners will discuss the WHO eight domains and potential recommendations for City consideration.
- D. Commissioners Orme and Toledo will provide a verbal update.

### **ENVIRONMENTAL REVIEW**

The action being considered does not constitute a “project” within the meaning of the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines section 15378(b)(5) in that it is a governmental organizational or administrative activity that will not result in direct or indirect changes in the environment.

### **PUBLIC CONTACT**

Public contact was made by posting the Senior Advisory Commission’s agenda on the City’s official -notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available

on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) or at the public information desk at any City of Santa Clara public library.

Reviewed by: Jennifer Herb, Recreation Supervisor

Approved by: James Teixeira, Director of Parks & Recreation





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## Agenda Report

18-596

Agenda Date: 5/3/2018

### REPORT TO SENIOR ADVISORY COMMISSION

#### **SUBJECT**

Appoint one Senior Advisory Commissioner and one alternate to participate on the El Camino Real Community Advisory Committee (Presented by Community Development Associate Planner, Anna McGill)

#### **BACKGROUND**

On January 23, 2018 Council approved the formation of an El Camino Real Community Advisory Committee (ECR-CAC) to be made up of residents and stakeholders within Santa Clara to provide public input into the El Camino Real Specific Plan. The formal outreach efforts commenced in February 2018. The ECR-CAC acts as an advisory body on a vision and detailed guidance for preferred plan land uses, transportation improvements and design standards for the El Camino Real corridor over the next 20 to 30 years. More information regarding the Specific Plan process and previous outreach events can be found at [www.santaclaraca.gov/ecr](http://www.santaclaraca.gov/ecr) [<http://www.santaclaraca.gov/ecr>](http://www.santaclaraca.gov/ecr).

#### **DISCUSSION**

While staff have a few representatives and on the ECR-CAC that represent the needs and interests of senior citizens have received feedback from the community through the outreach process, staff would like to invite the Senior Advisory Commission (SAC) to appoint one of its members to participate on the ECR-CAC and to communicate with the SAC on progress with the El Camino Real Corridor Plan.

#### **ENVIRONMENTAL REVIEW**

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b)(5) in that it is a governmental organizational or administrative activity that will not result in direct or indirect changes in the environment.

#### **PUBLIC CONTACT**

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#### **RECOMMENDATION**

Recommend the appointment of one Senior Advisory Commissioner and one alternate to participate

on the El Camino Real Community Advisory Committee.

Reviewed by: Jennifer Herb, Recreation Supervisor

Approved by: James Teixeira, Director Parks & Recreation Department