



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

Matters for Council Action: None

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