

District 1— Jelili Apalara  
District 3— Marsha Cohen-Zakai  
District 5— Vacant  
District 7— Deborah Ow  
District 9— Gabrielle Antolovich  
Citywide— May Miller

Gina Gates—District 2  
Sharon Root—District 4  
Sandra Runyan—District 6  
Vacant—District 8  
Donna Castillo—District 10

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SENIOR COMMISSION RETREAT AGENDA

MINUTES

10am- 4pm

August 12, 2021

Virtual

<https://Sanjoseca.zoom.us/j/94263922296>

**\* COVID-19 NOTICE \***

Consistent with the California Governor's Executive Order No. N-29-20 the San Jose Senior Citizen's Commission meeting will not be physically open to the public and the Commission members will be teleconferencing from remote locations.

**How to attend the Senior Commission Meeting:**

- 1) By phone 1 (408) 638-0968 or (877) 853-5257 (toll free).  
Webinar ID: 942 6392 2296 Click \*9 to raise a hand to speak.
- 2) By online <https://Sanjoseca.zoom.us/j/94263922296>.
  - a. Use a current, up-to-date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, Safari 7+. Certain functionality may be disabled in older browsers including Internet Explorer. Mute all other audio before speaking. Using multiple devices can cause an audio feedback.
  - b. Enter an email address and name. The name will be visible online and will be used to notify you that it is your turn to speak.
  - c. When the Staff calls for the item on which you wish to speak, click on "raise hand." Speakers will be notified shortly before they are called to speak.
  - d. When called, please limit your remarks to the time limit allotted.

**I. Call to Order & Orders of the Day. @ 10:06am**

**Quorum Established with the following Senior Commisisoners present:**

D1: Apalara

D2: Gates

D3: CohenZakai

**D4: EX/AB (Root)**

**D5: VACANT**

D6: Runyan

**D7: EX/AB (Ow)**

**D8: VACANT**

D9: Antolovich

D10: Castillo

CW: Miller

**II. Announcements and Welcoming of Commissioners:**

A. Council Liaison, Councilmember Pam Foley  
CM Pam Foley & Camryn Hinkel welcome the Commission

B. PRNS Executive Team, COVID Response & Recovery  
Deputy Director : Maria DeLeon & Superintendent Jeremy Shoffner welcome the SC Commission

C. SC Chair will welcome / introduce 2 new Commissioners AND start the round-robin of self-introductions of entire Commission.

**III. Open Forum** (*Meeting attendees are usually given two (2) minutes to speak on any discussion item and/or during open forum; the time limit is in the discretion of the Chair of the meeting and may be limited when appropriate.*)

**IV. Consent Calendar**

A. Nothing to approve on the Consent Calendar, items deferred to September

**V. Reports and Information Only**

A. Chair/ Vice Chair: Chair Antolovich and VChair Castrillo welcome the Commission to the Retreat for FY 20/21.

**B. PRNS Department Representatives Report Outs**

Josue Covarrubias reported out on past year of adaptive operations for Senior Services

1. Discussion on the Mission of the Commission – Josue

*The Senior Citizens Commission studies, reviews, evaluates and makes recommendations to the City Council on any matters affecting elderly people in the City, including health, education, employment, housing, transportation and recreation.*

2. Discussion on 0-4 Consolidated Policy Governing Boards & Commissions

The City Council is the governing body of the City. The Commission serves in an advisory capacity to the City Council and Administration. It is the job of the Commission to make recommendations (not to set policy or administrative direction).

3. Discussion of meeting schedules and format until further notice

According to City Clerks office we are currently authorized to meet official via zoom platform. The meetings are recorded and all Commissioners must be present via zoom, either via facetime, or call in as indicated on the Agenda. Until further notice.

4. Discussion of Brown Act And Sunshine Policy

The Senior Commission follows the BrownAct/Sunshine rules of Open Governemnt – as all City Public Meetings do. This means, all official meetings must be open to the public to attend, they must follow a rigid guideline for public posting both online and through the City Clerks Brown Act Board – 7 days prior to meeting;

5. Discussion on development of Subcommittees for FY 21/22

The purpose of this goal is to have subcommittees to do the study and work of the issue to bring back to the Commission for vote and recommendation to Mayor and Council.

6. Dr. Apalara- Senior Commissioner CD1 will give a report out / update on the COVID Pandemic

**VI. Old Business – NO OLD BUSINESS**

**VII. New Business**

- A. Presentations from: AARP , Santa Clara County SSA  
1. : Work Plan Domain discussion and development  
AARP – Sonia-Grace Melanio

12 noon- 12:30- Working lunch ; committee discussion

SC County Social Services – Diana Miller

- B. Develop & approve FY 21/22 Work Plan as final  
1. Discussion and action  
Throughout the Retreat, Staff was taking input notes and formatting a Work Plan Document

MOTION: TO accept the Work plan as written  
M: Gates. 2: Cohen-zakai

- C. Nomination and election of Senior Commission Officers  
2. Discussion and action.  
Defer to September Meeting

**VIII. Meeting Schedule and Agenda Items**

*The next regular meeting will be September 9, 2021 @ 1:00pm*

**IX. Adjournment - @ 4:45pm**

*The City of San José is committed to open and honest government and strives to consistently meet the community's expectations by providing excellent service, in a positive and timely manner, and in the full view of the public.*

You may speak to the Commission about any discussion item that is on the agenda, and you may also speak during Public Comments on items that are not on the agenda and are within the subject matter jurisdiction of the Commission. Speakers using a translator will be given twice the time allotted to ensure non-English speakers receive the same opportunity to directly address the Committee, Board or Commission. Please be advised that, by law, the Commission is unable to discuss or take action on issues presented during Public Comments. Pursuant to Government Code Section 54954.2, no matter shall be acted upon by the Commission unless listed on the agenda, which has been posted not less than 72 hours prior to meeting.

Agendas, Staff Reports and some associated documents for the Commission items may be viewed on the Internet at : [http:// www.sanjoseca.gov/seniorcommission](http://www.sanjoseca.gov/seniorcommission)

Correspondence to the San Jose Senior Citizens Commission are public record and will become part of the City's electronic records, which are accessible through the City's website. Before posting online, the following may be redacted: addresses, email addresses, social security numbers, phone numbers, and signatures. However, please note: e-mail addresses, names, addresses, and other contact information are not required, but if included in any communication to the San Jose Senior Citizens Commission, will become part of the public record. If you do not want your contact information included in the public record, please do not include that information in your communication.

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the Parks, Recreation , Community Services Department, 200 East Santa Clara Street, San José, California 95113, at the same time that the public records are distributed or made available to the legislative body. Any draft resolutions or other items posted on the Internet site or distributed in advance of the commission meeting may not be the final documents approved by the commission. Contact the Office of the City Clerk for the final document.

On occasion the Commission may consider agenda items out of order.

The San Jose Senior Citizens Commission meets every second Thursday of the Month at 1:00pm, with special meetings as necessary. If you have any questions, please direct them to the Commission staff, Linda Brewka @ [linda.brewka@sanjoseca.gov](mailto:linda.brewka@sanjoseca.gov) . Thank you for taking the time to attend today's meeting. We look forward to seeing you at future meetings.

**To request an accommodation or alternative format under the Americans with Disabilities Act for City-sponsored meetings, events or printed materials, please email: [linda.brewka@sanjoseca.gov](mailto:linda.brewka@sanjoseca.gov) as soon as possible, but at least three business days before the meeting. Please direct correspondence and questions to:**

City of San José Department of Parks, Recreation and Neighborhood Services  
Attn: Linda Brewka, Senior Commission  
200 East Santa Clara Street, 9<sup>th</sup> Floor  
San José, California 95113  
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Email: [linda.brewka@sanjoseca.gov](mailto:linda.brewka@sanjoseca.gov)