



Senior Advisory Committee Agenda

July 20, 2022 6:15 p.m.
City Hall

SPECIAL PROCEDURES NOTICE

Chair

Tricia Montelongo

Ron White

Huberto L. Mayo

Manpreet Chadha

Sheila Jordan

Virginia Martinez

Vacant

On March 4, 2020, pursuant to California Government Code Section 8625, Governor Newsom declared a State of Emergency as a result of the threat of the COVID-19 virus.

On September 17, 2021, Governor Newsom signed AB 361, which went into immediate effect as urgency legislation. AB 361 added subsection (e) to Section 54953 to authorize legislative bodies to conduct remote meetings provided the legislative body makes specified findings. As of September 19, 2021 the COVID-19 pandemic had killed more than 67,612 Californians. Social distancing measures decrease the chance of the spread of COVID-19.

Given the health risks associated with COVID-19, please be advised that while the City Council Chambers are open to the public, some or all of the Placentia City Council Members may attend this meeting via teleconference. Those locations are not listed on the agenda and are not accessible to the public.

How to Submit Public Comment

Members of the public may provide public comment by sending comments for the Senior Advisory Committee meeting consideration by email to the Community Services Coordinator at descobedo@placentia.org. Please limit to 200 words or less. Comments received before or during a Committee meeting, until the close of the **Oral Communications** portion of the agenda, will be read into the public record, subject to the regular time limitations per speaker. Longer submittals will be included in the public record. If you are unable to provide your comments in writing, please contact the Community Services Department office for assistance at (714) 993-8232.

Americans with Disabilities Act Accommodation

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office at cityclerk@placentia.org or by calling (714) 993-8231. Notification 48 hours prior to the meeting will generally enable City Staff to make reasonable arrangements to ensure accessibility while maintaining public safety. (28 CFR 35.102.35.104 ADA Title II)

City of Placentia
401 E Chapman Avenue
City of Placentia, CA 92870

Community Services Department
Phone: (714) 993-8232
Fax: (714) 961-0283
Website: www.placentia.org

Until further notice the City will implement the guidelines of the California Department of Public Health in regard to social distancing.

The city of Placentia thanks you in advance for taking all precautions to prevent the spread of the COVID-19 virus.

The City will return to normal City Council meeting procedures as soon as the emergency has ended.

Senior Advisory Committee

Regular Meeting

July 20, 2022 6:15 P.M. - City Hall

MEETING CALLED TO ORDER

ROLL CALL: Ron White
Huberto L. Mayo
Virginia Martinez
Tricia Montelongo
Manpreet Chadha
Sheila Jordan

PLEDGE OF ALLEGIANCE

ORAL COMMUNICATIONS

At this time the public is invited to address the Senior Advisory Committee concerning any agenda item, which is not a public hearing item, or other items under the jurisdiction of the Senior Advisory Committee.

SENIOR ADVISORY COMMITTEE AGENDA

1. **Minutes**
 - a. Adjourned Regular meeting
April 14, 2021, July 14, 2021, and September 8, 2021
Recommended action: Approve
2. **Budget** – Staff and Committee to review updated budget log.
3. **Senior Center Operations** – Staff to update Committee on current adjusted operations at the Senior Center.
4. **Potential Senior Center Programming** – Committee and staff to discuss potential Senior Center programming.
5. **Agenda Building and Meeting Schedule** – Staff and Committee to review agenda items and schedule upcoming meetings and meeting locations. Recommend moving meetings to every 3rd Wednesday, bi-monthly.
6. **Committee Comments** - Committee to contribute comments regarding possible actions and services.

STAFF COMMENTS

ADJOURNMENT

The Senior Advisory Committee will adjourn to a Regular Meeting on Wednesday, July 20, 2022 at 6:15 p.m. at City Hall.

CERTIFICATION OF POSTING

I, Daniela Escobedo, Interim Community Services Coordinator for the City of Placentia, hereby certify that the Agenda for the July 20, 2022, Regular Meeting of the Senior Advisory Committee was posted on Thursday, July 14, 2022.

A handwritten signature in black ink that reads "Daniela Escobedo". The signature is written in a cursive style with a horizontal line underneath it.

Daniela Escobedo
Interim Community Services Coordinator

MINUTES – PLACENTIA SENIOR ADVISORY COMMITTEE
REGULAR MEETING 4:00 P.M. WEDNESDAY, April 14, 2021
CONFERENCE CALL
401 E.CHAPMAN AVENUE

CALL TO ORDER

Community Services Coordinator Zambrano called the meeting to order at 4:04 P.M.

ROLL CALL

Present: Ron White, Virginia Martinez, Tricia Montelongo, Huberto "Bobby" Mayo.

Staff Present: Felipe Zambrano, Community Services Coordinator.

Guests: None.

PLEDGE OF ALLEGIANCE

ORAL COMMUNICATIONS – None.

1. Nomination and Appointment for Vice Chair

Nominations and appointment for Vice Chair of the Committee were tabled to the next regular meeting. Committee member Martinez inquired about the lengthy certification process for new Committee members. Committee member Montelongo suggested adding a discussion on the Committee's meeting frequency and minimum age requirement to the next regular meeting's agenda.

2. Minutes

The minutes for January 13, 2021 were MOTIONED for approval by Committee member White and were **SECONDED** by Committee member Martinez. Motion carried.

3. Budget

Coordinator Zambrano tabled discussion of the budget to the next regular meeting, and reported no new expenses to the Senior Center's Trust & Agency account.

4. Senior Center Operations

Coordinator Zambrano provided an update on Senior Center Operations. Staff have recently implemented Coffee Socials on Mondays and Ice Cream Socials on Fridays. Activities such as bingo and corn hole have also been added. Senior Center staff have continued frozen meal and grocery deliveries to Senior Center participants. Coordinator Zambrano noted that although the Senior Center is closed for socializing and congregate meals, the Center remains open for food programs and other types of assistance to seniors in need. Asbestos removal was recently completed in the office area and will be re-carpeted soon. Moreover, new furniture has been purchased, along with Bluetooth speakers, a copy machine, and two new computer stations. Coordinator Zambrano shared that Love Placentia will be conducting a landscaping project at the Powell Building. The project will include landscaping and planting flowers

and orange trees. Committee member Martinez inquired about parking. Coordinator Zambrano shared that parking will be an ongoing issue, especially due to outdoor dining in the nearby downtown area. Committee member Mayo inquired when the Senior Center will re-open for normal operations. Coordinator Zambrano reported that he has not yet received guidance from the State's health agencies.

5. Update on Grant Opportunities for Building Maintenance

Coordinator Zambrano provided a brief update on grant opportunities. Director of Community Services Crocker and Community Services Supervisor Ortiz have been working on submitting applications for grants to replace the Powell Building's HVAC system and old windows.

6. Agenda Building and Meeting Schedule

A discussion on the Committee's meeting schedule and minimum age requirement will be added to the agenda for the next regular meeting.

7. Committee Comments

Committee member Montelongo suggested the Committee put together treats for Senior Center staff to express gratitude for their work. The remaining Committee members expressed their support for this idea. The topic will be revisited at the next regular meeting.

ADJOURNMENT

There being no further business, Committee member Mayo **MOTIONED** to adjourn on Wednesday, April 14, 2020 at 4:49 p.m. Committee member Montelongo **SECONDED** this motion. Motion carried. Meeting adjourned to Wednesday, July 14, 2020 at 4:00 p.m.

MINUTES – PLACENTIA SENIOR ADVISORY COMMITTEE
REGULAR MEETING 4:00 P.M. WEDNESDAY, July 14, 2021
CONFERENCE CALL
401 E.CHAPMAN AVENUE

CALL TO ORDER

Community Services Coordinator Zambrano called the meeting to order at 4:02 P.M.

ROLL CALL

Present: Tricia Montelongo, Ron White, Manpreet Chadha, Sheila Jordan.

Staff Present: Felipe Zambrano, Community Services Coordinator.

Guests: None.

PLEDGE OF ALLEGIANCE

ORAL COMMUNICATIONS – None.

1. Nomination and Appointment for Vice Chair

Community Services Coordinator Zambrano opens nominations for Vice Chair of the Committee. Committee member Chadha nominated herself for the position. With all present Committee members voting in favor, Committee member Chadha was nominated as Vice Chair of the Senior Advisory Commission. Coordinator Zambrano lead Committee members Chadha and Jordan in reciting the Oath of Office and became official members of the Committee.

2. Minutes

The minutes for April 14, 2021 were **MOTIONED** for approval by Committee member White and were **SECONDED** by Committee member Montelongo. Committee members Chadha and Jordan abstained from voting, as neither were present at the previous meeting. There being no quorum, approval of the minutes will be added to the September 8th agenda.

3. Budget

Coordinator Zambrano provided a brief review of the budget. The Senior Center holds a Trust & Agency account, which holds funds collected through donations and fundraising for use specifically at the Senior Center. The approximate balance of the account is about \$2,740.00. The operating budget for the 2021-2022 Fiscal Year was approved by the City Council. The approved budget allows for the Center to operate Monday through Friday from 9:00 A.M. to 3:00 P.M. beginning July 1st.

4. Senior Center Operations

Coordinator Zambrano briefly reviewed the Senior Center Grand Reopening event. The Senior Center is now open Mondays, Wednesdays, and Fridays from 9:00 A.M. to 1:00 P.M. From 9:00 A.M. – 10:00 A.M, participants mingle and socialize. From

10:00 A.M. to 12:00 P.M., participants enjoy varied programming ranging from bingo, to dominos and card games. Minimal staffing has affected day-to-day operations at the Senior Center. Committee member Jordan inquired if volunteers would be helpful to staff. Coordinator Zambrano shared that in the past, the City has welcomed volunteers, however, this has since stopped due to COVID-19.

5. **Update on Grant Opportunities for Building Maintenance**

Coordinator Zambrano reported that staff are working on securing grant funds to repair the HVAC system at the Powell Building.

6. **Committee Meeting Schedule and Age Requirement**

The age requirement to serve as a Committee member of the Senior Advisory Committee has dropped to 50 years. Currently, the Senior Advisory Committee meets quarterly. Committee member Montelongo shared that meeting quarterly may not be as efficient as may be necessary, and suggested meeting every other month. Committee members White and Jordan seconded Committee member Montelongo's sentiments regarding meeting bi-monthly. Meetings are held on the second Wednesday of the month quarterly. Committee member Montelongo **MOTIONED** to change the meeting schedule so that the Senior Advisory Committee meet bi-monthly on the second Wednesday of the month at 4:00 P.M. Committee member Jordan **SECONDED** this motion. Motion carried with all present members voting in favor.

7. **Agenda Building and Meeting Schedule**

Nominations and Appointment of Vice Chair and Budget will be removed from the agenda. An update on holiday programming will be added to the agenda.

8. **Committee Comments**

Committee member Montelongo and Committee member White shared positive comments regarding improvements and renovations of the Senior Center and Powell Building.

ADJOURNMENT

There being no further business, Committee member White **MOTIONED** to adjourn on Wednesday, April 14, 2020 at 4:44 p.m. Committee member Jordan **SECONDED** this motion. Motion carried. Meeting adjourned to Wednesday, September 8, 2021 at 4:00 p.m.

MINUTES – PLACENTIA SENIOR ADVISORY COMMITTEE
REGULAR MEETING 6:15 P.M. WEDNESDAY, SEPTEMBER 8, 2021
401 E.CHAPMAN AVENUE

CALL TO ORDER

Community Services Coordinator Zambrano called the meeting to order at 6:19 P.M.

ROLL CALL

Present: Huberto “Bobby” Mayo, Virginia Martinez, Manpreet Chadha, Sheila Jordan, Tricia Montelongo.

Staff Present: Felipe Zambrano, Community Services Coordinator.

Guests: None.

PLEDGE OF ALLEGIANCE

ORAL COMMUNICATIONS – None.

1. Minutes

- a. The approval of minutes for April 14, 2021 and July 14, 2021 were tabled to the next regular meeting.
- b. The special meeting minutes for August 20, 2021 were **MOTIONED** for approval by Committee member Martinez and were **SECONDED** by Committee member Montelongo. Motion carried.

2. Senior Center Operations

Coordinator Zambrano provided a brief update on Senior Center operations. The Senior Center is continuing operations on Mondays, Wednesdays, and Fridays from 9:00 a.m. to 1:00 p.m. Although congregate meals have not resumed, staff have continued to deliver frozen meals to participants through Meals on Wheels. Coordinator Zambrano also discussed issues with senior transportation services. Prior to COVID-19, the City contracted with Keolis to provide transportation to and from the Senior Center. The COVID-19 crisis caused the company to go out of business. Since then, the City opened a Request for Bid, but did not receive any submissions. Coordinator Zambrano shared that transportation for the Senior Center is a priority, and the City will request bids again soon.

3. Upcoming Holiday Events

Coordinator Zambrano reported that the 56th annual Heritage Festival will return on Saturday, October 9th. The Tamale Festival is scheduled for Thursday, December 9th. The Holiday Tree Lighting event will also return on Thursday, December 2nd. Committee member Chadha inquired about how seniors could get involved in these events. There was brief discussion amongst the Committee about fundraisers and handmade item sales by Senior Center participants at City events in previous years. Committee member Montelongo inquired if the Senior Center would be hosting a

Halloween event. Coordinator Zambrano confirmed that there would be a Halloween event at the Senior Center with decorations, costumes, and games. There was brief discussion amongst the Committee regarding ideas for Senior Center programming. Committee member Chadha suggested hosting a book club, as well as dance and yoga classes.

4. **Agenda Building and Meeting Schedule**

Coordinator Zambrano reminded the Committee that the meeting scheduled had been changed from meeting quarterly to meeting every other month on the second Wednesday of the month at 6:15 p.m. Moving forward, meetings will be held in-person. Potential Senior Center Programming will be added to the agenda

5. **Committee Comments**

None.

ADJOURNMENT

There being no further business, Committee member Martinez **MOTIONED** to adjourn on Wednesday, November 10, 2021 at 6:15 p.m. Committee member Mayo **SECONDED** this motion. Motion carried. Meeting adjourned to Wednesday, November 10, 2021 at 6:15 p.m.