



Staff Liaison

Bridget Cooney | 510-559-7008
bcooney@ci.el-cerrito.ca.us

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AGENDA

SPECIAL MEETING OF THE COMMITTEE ON AGING

WEDNESDAY, JUNE 18, 2025, 3:00 p.m.

City of El Cerrito Council Chambers
10890 San Pablo Ave
El Cerrito, CA 94530

3 p.m. CONVENE SPECIAL MEETING

- 1. ROLL CALL** – Chair Dr. Pansy Kwong; Vice-Chair Mark Watson; Members Buddy Akacic, Linda Cain, Katherine Cesa, Carol Kehoe, Steve Lipson, Lisa Martinengo, Pamela Wagner, Bruce Yow
- 2. ORAL COMMUNICATIONS FROM THE PUBLIC** (5 min)
Remarks are typically limited to three minutes per person and are limited to items on the special meeting agenda only. Remarks on agenda items will be heard at the time the item is discussed.
- 3. COUNCIL/STAFF LIAISON ANNOUNCEMENTS AND REPORTS** (10 min)
Council Liaison Quinto and/or Staff Liaison Cooney may report on policies, priorities, and action taken by the City Council, and/or on matters of general interest to the Committee on Aging.
- 4. APPROVAL OF THE MINUTES** (5 min)
Consider a motion adopting the minutes of the COA meeting held on May 21, 2025.
- 5. FY 2025-2026 & FY 2026-2027 BIENNIAL WORK PLAN** (45 minutes)
Discuss consider a motion to adopt goals and activities for the COA Biennial Work Plan for FY 2025-2026 and FY 2026-2027.
- 6. FUTURE AGENDA ITEMS** (5 min)

The Chair announces future agenda items. Committee members may briefly comment, suggest items for consideration, or request an item be agendaized for a future meeting. No action will be taken at this time.

- Next COA meeting is Wednesday, September 17, 2025
- Invite City Staff to provide an update on the Richmond Street Complete Streets Improvement Project (September 2025)
- Age-Friendly Park Assessment reports presentation and discussion (September 2025)
- Discussion and possible motion to host a Transportation presentation for seniors and disabled adults (TBD)
- Invite representative from Homematch to share information about their services for seniors in Contra Costa County (TBD)
- Presentation by representatives from the Ad Hoc Committee for a Designation El Cerrito Senior Center (October)
- COA 2026 Annual Meeting Calendar adoption (October 2025)

7. ADJOURNMENT

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Staff Liaison, 510-559-7008. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35.102-35.104 ADA Title I).

Any writings or documents provided to a majority of the members regarding any item on this agenda will be made available for public inspection at City Hall, 10890 San Pablo Ave during normal business hours.



AGENDA MATERIALS

SPECIAL COMMITTEE ON AGING MEETING WEDNESDAY, JUNE 18, 2025, at 3 p.m.

AGENDA ITEM 4 – APPROVAL OF MINUTES

1. Draft Meeting Minutes – May 21, 2025

AGENDA ITEM 5 – FY 2025-2026 & FY 2026-2027 BIENNIAL WORK PLAN

1. Draft Biennial Work Plan FY 2025-2026 & FY 2026-2027 Template



DRAFT MINUTES

REGULAR MEETING OF THE COMMITTEE ON AGING

Wednesday, May 21, 2025, at 3:00 p.m.

City Hall – Council Chambers
10890 San Pablo Ave, El Cerrito

Staff Liaison
Bridget Cooney | (510) 559-7008
bcooney@ci.el-cerrito.ca.us

This Meeting Place is Wheelchair Accessible

3:00 p.m. CONVENE REGULAR MEETING Chair Dr. Kwong called the meeting to order at 3:03 p.m.

- 1. ROLL CALL – Present:** Chair Dr. Pansy Kwong; Vice-Chair Mark Watson; Members Buddy Akacic, Linda Cain (3:10 p.m.), Katherine Cesa, Carol Kehoe, Steve Lipson, Lisa Martinengo, Pamela Wagner, Bruce Yow

- 2. ORAL COMMUNICATIONS FROM THE PUBLIC**

Public comment was received prior to the meeting via email and distributed to all members in advance.

- 3. COUNCIL/STAFF LIAISON ANNOUNCEMENTS AND REPORTS**

Staff and/or Council Liaison Quinto may report on policies, priorities, and action taken by the City Council, and/or matters of general interest to the Committee on Aging.

Council Liaison Quinto provided an update on items discussed at the May 20, 2025, City Council meeting. Council Liaison Quinto encouraged the Committee on Aging members to send letters to congressmen advocating for seniors. Member Lipson agreed to share a list of representatives and their contact information with the committee for letter writing purposes.

Liaison Cooney provided an update on upcoming Recreation Department programs and events of interest to the committee.

- 4. APPROVAL OF THE MINUTES – Motion Passed**

Review, discuss, and consider a motion to adopt the minutes of the COA meeting held on April 16, 2025.

Moved/Second: Member Cesa/ Member Akacic

Action: Adopted the minutes from April 16, 2025, Committee on Aging meeting as presented in the agenda materials.

Ayes: 8: Chair Dr. Kwong, Vice Chair Watson, Members: Akacic, Cesa, Kehoe, Lipson, Martinengo, Wagner

Nos: 0

Abstention: 2: Members: Cain and Yow

Motion Passed

5. COMMITTEE ON AGING LIAISON REPORTS

Liaisons for the Advisory Council on Aging (ACOA), West County Senior Coalition, Christ Lutheran and St. John’s Senior Day Center’s, and Senior Living Facilities in El Cerrito, report on matters of interest to the Committee on Aging.

Members Kehoe and Lipson reported attendance at the May 21, 2025, ACOA meeting. Member Kehoe reported the ACOA has not adopted their 2025-26 Budget. Member Kehoe reported anticipated funding cuts to senior support services including senior nutrition programs and in-home health support services. Member Kehoe reported on a Mental Health presentation given at the ACOA meeting.

Member Lipson shared an update from the Senior Legislature on SB239, Brown Act Revisions. Member Lipson reported that the Trump administration ended funding for digital grants including the California Digital Equity Program (CalDEP). Member Lipson reported that the California Senior Legislature is working on a Bill for Older Adult Education Programming through the Public Health Department.

West County Senior Coalition – No report

Member Kehoe provided an update on the new technology and computer program at Christ Lutheran Senior Center funded by Measure X Funds. Member Kehoe announced an anticipated start date in June 2025. Member Kehoe reported that the computers will be managed by the West Contra Costa Adult Education Department.

Member Akacic provided an update about acquiring Wi-Fi and computers for St. John’s Senior Center, funded by Measure X Funds.

6. AGE-FRIENDLY PARK ASSESSMENT IMPLEMENTATION DISCUSSION – Motion Passed

Discussion and possible motion to approve implementation including assigning parks to be evaluated and timeline for assessments to be completed and presented to the COA for further discussion and possible motion to submit a recommendation for improvements.

Moved/Second: *Member Kehoe / Vice Chair Watson*

Action: *Adopted the motion for committee members to work in pairs with each pair assessing two parks. Assessments will be presented and discussed at the September Committee on Aging meeting. Park assignments:*

- Chair Dr. Kwong and Member Kehoe – Cerrito Vista & Huber Parks*
- Vice Chair Watson and Member Cesa – Centennial and Harding Parks*
- Members Lipson and Wagner – Canyon Trail and Tassajara Parks*
- Members Cain and Yow – Castro and Poinsett Parks*
- Members Akacic and Martinengo – Arlington and Bruce King Memorial Parks.*

Ayes: 10: *Chair Dr. Kwong, Vice Chair Watson, Members: Akacic, Cain, Cesa, Kehoe, Lipson, Martinengo, Wagner, Yow*

Nos: 0
Abstention: 0
Motion Passed

- 7. CENTENARIAN RECOGNITION PROGRAM UPDATES DISCUSSION**
Discussion and consider a motion to recommend expansion of the current Centenarian Recognition Program to include seniors turning 90 years old.

Committee members discussed potential changes to the current Centenarian Recognition Program. No action was taken on this matter.

- 8. DISCUSSION REGARDING SENIOR SNIPPETS NEWSLETTER – WORKLOADS VS. COMMUNITY IMPACT – Motion Passed**
Discussion and possible motion regarding the ongoing production of the Senior Snippets Newsletter, including the time and effort required by committee members, its effectiveness in reaching the senior community, and whether to continue, modify, or reassign coordination of the newsletter.

Moved/Second: Chair Dr. Kwong / Member Kehoe

Action: Passed a motion to discontinue publication and distribution of the Committee on Aging Senior Snippets Newsletter.

Ayes – 9: Chair Kwong, Vice Chair Watson, Member: Cain, Cesa, Kehoe, Lipson, Martinengo, Wagner, Watson

Nos: 1: Member Akacic

Abstention: 0

Motion Passed

- 9. WORK PLAN ACCOMPLISHMENTS FY 2024-2025 – Motion Passed**
Discuss and possible motion to approve FY 2024-2025 COA Work Plan Accomplishments.

Moved/Second: Member Wagner / Member Martinengo

Action: Passed a motion to approve the FY 2024-2025 COA Work Plan Accomplishments with edits.

Ayes – 10: Chair Dr. Kwong, Vice Chair Watson, Member Akacic, Cain, Cesa, Kehoe, Lipson, Martinengo, Wagner, Yow

Nos: 0

Abstention: 0

Motion Passed

- 10. FY 25-26 & FY 26-27 BIENNIAL WORK PLAN**
Discuss and brainstorm ideas for goals and activities for the COA Biennial Work Plan for FY 2025-26 & FY 2026-27.

Committee members discussed and requested that staff liaison Cooney send them links to the City Council Work Plan and Strategic Goals for their review. Discussion was tabled until the special Committee on Aging meeting on Wednesday, June 18, 2025, at 3pm.

- 11. FUTURE AGENDA ITEMS**

The Chair announces future agenda items. Committee members may briefly

comment, suggest items for consideration, or request an item be agendized for a future meeting. No action will be taken at this time.

- *FY 2025-26 & FY 2026-27 Biennial Work Plan Special COA meeting – Wednesday, June 18, 2025, at 3pm.*
- *Next regular COA Meeting is Wednesday, September 17, 2025*
- *Age-Friendly Park Assessment reports and discussion (September 2025)*
- *Invite City Staff to provide an update on the Richmond Street Complete Streets Improvement Project and the potential impacts of the project on seniors living on Richmond Street. (Tentatively September 2025)*
- *Discussion and possible motion to host a transportation presentation for seniors (TBD)*
- *Invite representative from Homematch to provide information about their services for seniors in Contra Costa County (TBD)*
- *Motion to adopt the 2026 COA Annual Meeting Calendar (October 2025)*

12. ADJOURNMENT The meeting adjourned at 4:44 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the regular Committee on Aging meeting of May 21, 2025, as approved by the Committee on Aging.

Chair, Dr. Pansy Kwong

Staff Liaison, Bridget Cooney



BIENNIAL WORK PLAN FISCAL YEAR 2025-2026 – 2026-2027

COMMITTEE ON AGING

Chair **Dr. Pansy Kwong**; Vice-Chair **Mark Watson**; Members **Buddy Akacic, Linda Cain, Katherine Cesa, Carol Kehoe, Steve Lipson, Lisa Martinengo, Pamela Wagner, Bruce Yow**

Staff Liaison

Bridget Cooney | 510-559-7008
bcooney@ci.el-cerrito.ca.us
Recreation

[Pursuant to Resolution 2024-16](#)

MISSION STATEMENT: The El Cerrito Committee on Aging was formed by City Council Resolution 3559 in June 1973 to advise the Council about the needs of older and/or disabled adult residents. The Committee on Aging addresses immediate concerns and issues concerning senior residents and adults with disabilities and addresses and supports the improvement of their quality of life. When appropriate, recommendations for action are made to the City Council.

The primary duties and purposes for which the Committee on Aging was established are as follows:

- To identify and establish regular communication with El Cerrito's older and/or disabled adults.
- To document needs of older and/or disabled adults living in El Cerrito and identify resources and benefits available from all agencies.
- To develop plans for programs that utilize the resource of talents among El Cerrito's older and/or disabled adults through volunteer opportunities for inclusion in the General Plan and other plans and programs as may be developed.
- To review and evaluate existing and proposed programs within their responsibility and make recommendations to the Council on City action and funding.
- To serve as liaisons with other interested and concerned groups.

HISTORICAL BACKGROUND: The members of the Committee on Aging are appointed by the City Council upon recommendation by the Committee. Membership is open to all interested adult residents of El Cerrito. Anyone wishing to join the Committee is encouraged to attend meetings so that they may become familiar with the members and activities of the Committee before making their decision to join.

The Committee's regular meeting date is the third Wednesday of the month. The meetings start at 3 p.m. The Committee meets at the El Cerrito City Hall, Council Chambers, 10890 San Pablo Ave. The public is invited to attend the meetings. The Chairperson and Vice-Chairperson are elected annually. The Committee on Aging does not meet in July, August, and December.

FISCAL YEAR 2025 - 2026

Items listed in priority order

Goal or Objective	Proposed Activities	Funding and Other Resources Requested	Estimated Staff Time Needed	Timeline For Completion

FISCAL YEAR 2026 - 2027

Items listed in priority order

Goal or Objective	Proposed Activities	Funding and Other Resources Requested	Estimated Staff Time Needed	Timeline For Completion

ONGOING PROJECTS

Project	Activities	Funding and Other Resources Requested	Estimated Staff Time Needed
<p>Promote awareness of programs, services, and volunteer opportunities that benefit seniors and disabled adults in El Cerrito.</p> <p>Strategic Plan Goal: Livability and Belonging Communittee Safety Environmental Sustainability</p>	<ul style="list-style-type: none"> • Research and compile a list of local organizations offering free or low-cost services to seniors and disabled adults in El Cerrito and Contra Costa County. • Submit recommendations to staff liaison for vendor, speaker, or sponsor invitations to the annual Senior Resource Fair. • Promote the Resource Fair via printed flyers posted at high visibility community locations (e.g., senior centers -Christ Lutheran, St. John’s, Richmond Annex, Albany, Sakura Kai, El Cerrito Community Center; coffee shops, markets and senior living facilities). • Distribute flyers in neighborhoods and make personal invitations to seniors to attend the Resource Fair. • Volunteer during the event to assist with setup, registration, and attendee support. 	<ul style="list-style-type: none"> • Printed marketing materials (flyers/posters, tape, paper, etc.) • Promotional giveaways with the City logo for volunteers and attendees • Refreshments for volunteers and attendees 	
<p>Recognize and celebrate Centenarians in the Community. (Quarterly)</p> <p>Strategic Plan Goal: Livability and Belonging</p>	<ul style="list-style-type: none"> • Identify residents turning 100 or older through community networks (senior centers, local contacts, word of mouth, etc.) • Submit names, birth dates, and contact info to staff liaison to initiate Mayoral Certificate process. • Verify residency and age quarterly and share updates with staff liaison. 	<ul style="list-style-type: none"> • None requested. 	
<p>Improve accessibility and inculsion in City facilities and programs for seniors and people with disabilities.</p>	<ul style="list-style-type: none"> • Engage seniors and disabled residents to identify accessibility barriers in public spaces and services (e.g., parks, sidewalks, signage, entrances). 	<ul style="list-style-type: none"> • None requested 	

Strategic Plan Goal: Community Safety, Livability and Belonging	<ul style="list-style-type: none"> • Document feedback and suggestions based on real-world use and accessibility observations. • Share compiled input with staff liaison to support City planning and improvement efforts. • Submit formal recommendations to City Council when appropriate. 		
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Workplan adopted on Month DD, YYYY by the following vote:

Moved/Second: Member (Last/Last)
Ayes: Members (Last, Last, Last)
Noes: Members (Last, Last, Last) (if applicable)
Absent: Members (Last, Last, Last) (if applicable)



SUPPLEMENTAL AGENDA MATERIALS

**REGULAR COMMITTEE ON AGING MEETING
WEDNESDAY, JUNE 18, 2025, at 3 p.m.**

AGENDA ITEM 2 – ORAL COMMUNICATIONS FROM THE PUBLIC

1. Public Comments received by 9:00 a.m. on JUNE 18, 2025.



**SUPPLEMENTAL AGENDA MATERIALS
PUBLIC COMMENT INDEX**

**COMMITTEE ON AGING MEETING
WEDNESDAY, JUNE 18, 2025, at 3 p.m.**

The following Public Comments were received by 9:00 a.m., 06/18/2025, were provided directly to Committee on Aging members in advance of the meeting, and were posted online as supplemental materials at:

<https://www.el-cerrito.org/Archive.aspx?ADID=8001>

AGENDA ITEM 3 – ORAL COMMUNICATIONS FROM THE PUBLIC

1. Cordell Hindler

Bridget Cooney

From: Cordell Hindler [REDACTED]
Sent: Friday, June 13, 2025 4:36 PM
To: [REDACTED]
Subject: Public Comments

Caution! This message was sent from outside your organization.

Hello Bridget,

I am submitting the following comments into the Record:

1. the Committee on Aging is Invited to the Contra Costa Mayors Conference on September 4th at 6:30 PM hosted by the city of EL Cerrito

More info by August RSVP is Required

2. Richmond Rotary August 29th 12:30 PM 35.00 dollars for Lunch, Noell Crosse will present on Emergency Preparedness

Sincerely
Cordell