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AGENDA

REGULAR MEETING OF THE COMMITTEE ON AGING

WEDNESDAY, JANUARY 21, 2026 at 3 p.m.

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

3 p.m. CONVENE REGULAR MEETING

- 1. ROLL CALL** – Chair Dr. Pansy Kwong; Vice-Chair Mark Watson; Members Buddy Akacic, Linda Cain, Carol Kehoe, Steve Lipson, Lisa Martinengo, Elisa Montemayor, Pamela Wagner, Bruce Yow
- 2. ORAL COMMUNICATIONS FROM THE PUBLIC (5 min)**
Remarks are typically limited to three minutes per person, and may be on anything within the subject matter jurisdiction of the body. Remarks on non-agenda items will be heard first. Remarks on agenda items will be heard at the time the item is discussed.
- 3. COUNCIL/STAFF LIAISON ANNOUNCEMENTS AND REPORTS (5 min)**
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.
- 4. APPROVAL OF THE MINUTES (5 min)**
Consider a motion adopting the minutes from the November 19, 2025 meeting.
- 5. COMMITTEE MEMBER RESIGNATION (5 min)**
Chair Dr. Kwong announces the resignation of Katherine “Kathy” Cesa from the Committee on Aging and thanks Kathy for her years of service.
- 6. CAFÉ COSTA SENIOR LUNCH PROGRAM UPDATE (20 min)**
Recreation Department staff will provide an update on County-established meal caps and funding cuts.

7. DRAFT COA JULY- DECEMBER 2025 WORK PLAN ACCOMPLISHMENTS

DISCUSSION (10 min)

Review current workplan goals and document COA accomplishments from July – December 2025.

8. COMMITTEE ON AGING LIAISON REPORTS (15 min)

Liaisons for the Advisory Council on Aging, California Senior Legislature, West County Senior Coalition, Christ Lutheran and St. John’s one-day per week Senior Centers will report on matters of interest to the Committee on Aging. Reports are limited to 3 minutes per group.

9. ANNOUNCEMENTS FROM COMMITTEE MEMBERS (5 min)

Committee members share announcements on topics not on the agenda. Comments are limited to two minutes per person and no discussion or action will be taken.

10. 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 will be held at Hana Gardens on Wednesday, February 18, 2026.
- Continued COA Biennial Work Plan Discussion (ongoing)
- Discussion and possible motion to consider the COA Hosting a Senior Transportation Information Day (TBD)
- Annual Reorganization of the Committee on Aging Advisory Body (April)

11. ADJOURNMENT

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Staff Liaison, Bridget Cooney, (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

**REGULAR COMMITTEE ON AGING MEETING
WEDNESDAY, JANUARY 21, 2026, at 3 p.m.**

AGENDA ITEM 4 – APPROVAL OF MINUTES

Draft Meeting Minutes – November 19, 2025

AGENDA ITEM 7 – WORK PLAN 2025-26 ACCOMPLISHMENTS

Draft COA Work Plan Accomplishments July-December 2025



**RECREATION
DEPARTMENT**

Staff Liaison

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DRAFT MINUTES

**REGULAR MEETING OF THE
COMMITTEE ON AGING**

Wednesday, November 19, 2025 at 3:00 p.m.

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

This Meeting Place is Wheelchair Accessible

3:00 p.m. CONVENE REGULAR MEETING Chair Dr. Kwong called the meeting to order at 3:01 p.m.

- 1. ROLL CALL – Present:** Chair Dr. Pansy Kwong; Vice-Chair Mark Watson; Members Buddy Akacic, Linda Cain, Katherine Cesa, Carol Kehoe, Elisa Montemayor, Pamela Wagner, Bruce Yow **Absent:** Members Steve Lipson, Lisa Martinengo, **Also present:** Bridget Cooney, Staff Liaison, and Mark Deleon, Recreation Coordinator

2. ORAL COMMUNICATIONS FROM THE PUBLIC

All public comments submitted by 9:00 a.m. on November 19, 2025, were provided to committee members in advance of the meeting.

3. COUNCIL / STAFF LIAISON ANNOUNCEMENTS AND REPORTS

Staff Liaison Cooney reported on senior events and activities as the Community Center.

Staff Liaison Cooney reported on funding changes and potential impact to Café Costa Senior Lunch Program.

Members discussed the content of the document to be approved and clarified with staff the methods regarding Art outreach to the community.

4. APPROVAL OF THE MINUTES

Members discussed the content of the document to be approved.

Moved/Second: Member Kehoe / Member Wagner

Action: Adopted the minutes from October 15, 2025 as presented in the agenda packet.

Ayes: 9 – Chair Dr. Kwong, Vice Chair, Watson, Members Akacic, Cain, Cesa, Kehoe, Montemayor, Wagner, Yow

Nos: 0

Abstention: 0

Motion Passed

5. HOME MATCH CONTRA COSTA – FRONT PORCH COMMUNITY SERVICES INFORMATIONAL PRESENTATION

Logan Robertson, Director at Home Match Contra Costa presented information about the program and services in Contra Costa County.

6. COMMITTEE MEMBER APPOINTMENT PROCESS

Informal interview and motion to send a recommendation to the City Council in favor of appointing Melissa Newton to the Committee on Aging.

7. RECREATION DEPARTMENT ADULT PROGRAMS AND SENIOR SERVICES INFORMATIONAL PRESENTATION

Recreation Supervisor, Bridget Cooney and Recreation Coordinator, Mark Deleon shared 2025 adult and senior program highlights and information about upcoming 2026 changes to the Café Costa Senior Lunch Program.

8. COMMITTEE ON AGING LIAISON REPORTS

Advisory Council on Aging (ACOA) – Member Kehoe reported no meeting

West County Senior Coalition - Members Cesa and Kehoe reported attendance at the November 19, 2025, meeting. Member Kehoe reported on a presentation by Justice in Aging.

Christ Lutheran Senior Day Center – Member Kehoe reported on upcoming presentations and events.

St. John’s Senior Day Center – Member Akacic reported on participation at the center.

Contra Costa and Solano County Food Bank Alvarado Campus Distribution Site – Member Yow reported increased numbers of people receiving food.

St. Jerome’s St. Vincent De Paul Pantry – Member Cesa reported approximately 60 people receiving food every two weeks.

9. ANNOUNCEMENTS FROM THE COMMITTEE

Member Akacic encouraged members to attend the Ceramics Sale at Hana Gardens on Saturday, December 6, 2025.

10. Future Agenda Items

- Next regular COA meeting is Wednesday, January 21, 2026
- Café Costa Funding and Meal Cap Update (January)
- COA Biennial Work Plan Discussion and Goals and 2025-26 accomplishments due to the City Council July 1, 2025 (ongoing)
- Discussion and consider a possible motion to host a COA Senior Transportation Information Day (TBD)
- Reorganization of the Committee on Aging Advisory Body (April)

11. ADJOURNMENT The meeting adjourned at 4:28 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 November 19, 2025, as approved by the

Committee on Aging.

Chair, Dr. Pansy Kwong

Staff Liaison, Bridget Cooney



Committee on Aging

Staff Liaison

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Recreation Department

ACCOMPLISHMENTS FISCAL YEAR 2025-2026

COMMITTEE ON AGING

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

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 meeting starts 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 Chair person and Vice-Chairperson are elected annually. The Committee on Aging does not meet in June, July, August or December.

Updated annually by July 1 and provided to City Council on Consent

Goal/Objective	Activities Supporting Goal	Status
<p>Advocate for improved safety and comfort for seniors in public spaces in El Cerrito.</p> <p>Strategic Plan Goal: Community Safety, Livability and Belonging.</p>	<p>Conduct Park Assessments using the Age-Friendly Park Evaluation Checklist. Identify trip hazards, insufficient seating, poor signage, and other issues.</p> <p>COA members will visit City parks to evaluate features impacting senior safety and comfort including:</p> <ul style="list-style-type: none"> • Trip hazards (e.g., uneven pavement, raised sidewalks) • Signage visibility • Handrail placement • Availability and condition of seating, drinking fountains and restrooms. <p>Compile findings and submit recommendations to the Parks & Recreation Commission and City Council.</p>	<p>Accomplished:</p> <p>July-August 2025 – COA members conduct park evaluations.</p> <p>September 2025 – COA members report findings to committee and consider a motion to submit a recommendation to City Council and the Parks and Rec Commission.</p> <p>January 20, 2026 – Recommendation on City Council Agenda for Consideration</p>
<p>Recognize residents turning 100-years or older through the Mayoral Certificate of Recognition Program.</p> <p>Strategic Plan Goal: Livability and Belonging</p>	<p>In partnership with the City Clerk’s office, Committee on Aging members submitted names of seniors living in El Cerrito who are turning 100-years old or older for recognition through the Mayoral Certificate of Recognition Program.</p> <p>Committee members shared names of additional Centenarian’s to staff liaison as they became aware of seniors eligible for recognition.</p> <p>City Clerk maintains list of Centenarian’s and sends to the Committee for verification quarterly.</p> <p>Committee members confirm residents on the list are still living in El Cerrito and report back on their findings.</p> <p>City Council recognizes Centenarian’s quarterly.</p>	<p>Accomplished - FY 2025-2026</p> <p>Quarter 3 – Recognized 2 Centenarians Quarter 4 – Recognized 1 Centenarian</p> <p>This is an on-going program.</p>

<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 Community Safety Environmental Sustainability</p>	<ul style="list-style-type: none"> • Recommend speakers/vendors for Senior Presentations and Senior Resource Fair. • Promote via flyers, postings, and direct invitation/outreach. • Volunteer at events at Christ Lutheran, St. John's, Sakura Kai Senior Centers, and the City of El Cerrito Adult Programs & Senior Services. • Raise awareness of senior programs, services, and volunteer opportunities in El Cerrito. 	<p>Accomplished – FY 2025-2026</p> <p>October 2025 – Katherine Cesa, Pamela Wagner, Elisa Montemayor, Buddy Akacic, Linda Cain, and Carol Kehoe volunteered at the Senior Resource Fair engaging with seniors in the community.</p>
<p>Increase awareness of local programs and services for seniors and disabled adults.</p> <p>Advocate and support educational opportunities for older adults in El Cerrito.</p>	<p>Compile and update a list of local organizations in El Cerrito and Contra Costa and Alameda Counties that offer free or low-cost services to seniors and disabled adults living in El Cerrito.</p> <p>Format list for print and website distribution.</p>	<p>.</p>
<p>In partnership with the Area Agency on Aging, the Advisory Council on Aging, the West County Senior Coalition, City and County leaders, and the County Public Health Department, work to increase awareness of programs and resources available to older adults in El Cerrito and Contra Costa County.</p> <p>Strategic Plan Goal: Livability and belonging.</p>	<p>Share list with seniors living in El Cerrito through on-going outreach and sharing of information of programs and resources for seniors using standard media channels. Partner with the City Recreation Department, St. John's, Christ Lutheran, and Sakura Kai Senior Programs as well as Senior Living Facilities (Eskaton Hazel Shirley Manor, El Cerrito Royale, and Hana Gardens).</p> <p>.</p>	<p>.</p>
<p>Increase awareness of transportation options for seniors.</p> <p>Strategic Plan Goal: Livability and belonging.</p>	<p>Plan and host a Senior Transportation Informational Presentation.</p> <p>Secure participation from local transportation providers.</p>	<p>.</p>

	<p>Prepare print materials to promote the Transportation Presentation.</p> <p>Promote through flyers, email, social media, and partner organizations.</p> <p>Partner with the City to provide space to hold the Transportation Fair.</p> <p>Outreach includes distributing flyers, sending emails, announcing, inviting, and encouraging seniors in El Cerrito to attend the Transportation Presentation</p>	
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Accomplishments adopted on XX/XX/XXXX by the following vote:

Moved/Second: Member X / Member X
Ayes: #: Chair X, Vice Chair X, Members: X
Nos:
Absent: