



AGENDA MATERIALS

REGULAR COMMITTEE ON AGING MEETING WEDNESDAY, JUNE 17, 2026, at 3 p.m.

AGENDA ITEM 4 – APPROVAL OF MINUTES

Draft Meeting Minutes – May 20, 2026

AGENDA ITEM 5 – DISCUSSION AND POSSIBLE ACTION TO ADOPT THE FY 2025-2026 & COA WORK PLAN ACCOMPLISHMENTS

Draft FY2025-2026 COA Work Plan Accomplishments



**RECREATION
DEPARTMENT**

Staff Liaison

Bridget Cooney | (510) 559-7008
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**DRAFT MINUTES
REGULAR MEETING OF THE
COMMITTEE ON AGING**

Wednesday, May 20, 2026, 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 Newton called the meeting to order at 3:02 p.m.

- 1. ROLL CALL – Present:** Chair Melissa Newton, Vice Chair Pamela Wagner @ 3:03pm, Members Carol Kehoe, Dr. Pansy Kwong, Steve Lipson, Lisa Martinengo, Mark Watson, Bruce Yow left @ 4:45pm
Absent: Member Buddy Akacic, Member Linda Cain,
Also present: Bridget Cooney, Staff Liaison

- 2. ORAL COMMUNICATIONS FROM THE PUBLIC – None**

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

Staff Liaison Cooney reported on items discussed at the May 19, 2026, Council meeting and announced the next Council meeting on June 2, 2026.

Staff Liaison Cooney provided an update on Older Americans Month events, Café Costa meal caps, and the upcoming opportunity to table at the July 4th & worldOne Festival.

- 4. APPROVAL OF THE MINUTES**

Members discussed the content of the document to be approved.

Moved/Second: Vice Chair Wagner / Member Kehoe

Action: Adopted the minutes from April 15, 2026, meeting with edits.

Ayes: 8 – Chair Newton, Vice Chair Wagner, Members Kehoe, Dr. Kwong, Lipson, Martinengo, Watson, Yow

Nos: 0

Abstention: 0

Motion Passed

- 5. BIENNIAL WORK PLAN GOAL DISCUSSION AND POSSIBLE ACTION**

**A. Identification of Missing and/or Faded Street Signs
Needing Repair or Replacement.**

Chair Newton presented a list of forty-five identified street signs that are faded or missing. Members discussed next steps and Vice Chair Wagner made a motion for Chair Newton to share the list and photos with the Public Works Maintenance Division with recommendation for repair or replacement.

Moved/Second: Vice Chair Wagner / Member Dr. Kwong

Action: Share the list and photos of the forty-five identified faded and/or missing street signs in El Cerrito with the Public Works Maintenance Division for repair or replacement and request follow-up regarding the anticipated timeline for corrective action.

Ayes: 8 – Chair Newton, Vice Chair Wagner, Members Kehoe, Dr. Kwong, Lipson, Martinengo, Watson, Yow

Nos: 0

Abstention: 0

Motion Passed

B. Discussion and Possible Action Related to COA Internal Publicity Survey Findings and Publicity Protocol

Chair Newton led review and discussion of survey results and recommended retitling the initiative “Committee Outreach Protocol.” No action was taken on this item. Discussion to continue at a future meeting.

6. DISCUSSION AND POSSIBLE ACTION TO ADOPT BIENNIAL WORK PLAN ACCOMPLISHMENTS FOR FY 2025-2026

Members discussed the draft Biennial Work Plan Accomplishments for FY 2025-2026 and provided recommendations for editing the document. The updated Biennial Work Plan Accomplishments for FY 2025-2026 will be presented on June 17, 2026, COA meeting for action to adopt and share with City Council.

7. DISCUSSION AND POSSIBLE ACTION TO ADOPT BIENNIAL WORK PLAN GOALS FOR FY 2026-2027

Members discussed the draft Biennial Work Plan Goals for FY 2026-2027 and FY 2027-2028 and provided recommendations for edits to the document. The updated Biennial Work Plan Goals for FY 2026-2027 and FY 2027-2028 will be presented at the June 17, 2026, COA meeting for action to adopt and share with City Council.

8. COMMITTEE ON AGING LIAISON REPORTS

Advisory Council on Aging (ACOA) – Members Lipson reported attendance at the May 20, 2026, ACOA meeting.

- Member Lipson reported Matthew Hulse with Senior Legal Services spoke at the meeting.
- Member Lipson reported that the California Department on Aging is redistributing funds to prioritize rural areas, which will affect funding allocations to Contra Costa County.

California Senior Legislature – Member Lipson shared updates on SB971 Healthy Aging Community Partnerships Program, AB1359 Jury Duty Exemptions and SB 1002 Out of State Health Care.

West County Senior Coalition – Member Kehoe reported no meeting was held.

Christ Lutheran Senior Day Center – Member Kehoe reported on upcoming presentations and events. Member Kehoe also reported on tabling at the Senior Information Day held at the Richmond Memorial Auditorium on May 20, 2026,

with West Contra Costa Adult Education to share information about Christ Lutheran Senior Center with attendees.

St. John's Senior Day Center – Member Kehoe reported Principal Brooks is working to continue the St. John's Senior Center programs during the summer.

9. ANNOUNCEMENTS AND FUTURE AGENDA ITEMS

- *Member Lipson shared postcards for CoCoElders411.net website.*
- *Vice Chair Wagner announced attendance at the Transportation Workshop held at the Richmond Memorial Auditorium on April 30, 2026. Vice Chair, Wagner shared information from the presentations and suggested that the COA consider hosting transportation presentations by various providers at the 2026 Senior Resource Fair.*

Future Agenda Items:

- Next COA meeting is Wednesday, June 17, 2026, in the Council Chambers.
- Continued discussion and action to adopt COA Work Plan Accomplishments for FY2025-26 (June)
- Continued discussion and action on Work Plan Goals FY 2026-2027

- 10. ADJOURNMENT** Chair Newton adjourned the meeting at 4:56 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 20, 2026, as approved by the Committee on Aging.

Chair, Melissa Newton

Staff Liaison, Bridget Cooney



Committee on Aging

Staff Liaison

Bridget Cooney | (510) 559-7008

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Recreation Department

DRAFT ACCOMPLISHMENTS FISCAL YEAR 2025-2026

COMMITTEE ON AGING

Chair **Melissa Newton**; Vice-Chair **Pamela Wagner**; Members **Buddy Akacic, Linda Cain, Carol Kehoe, Dr. Pansy Kwong, Steve Lipson, Lisa Martinengo, Mark Watson, 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>Conduct assessments to document intersections with street sign visibility concerns. Concerns will be categorized by legibility issues (faded or missing signs, obstruction from vegetation, and reduced nighttime visibility in low-light conditions).</p> <p>Compile documented findings and submit to Public Works Maintenance Department with recommendation to repair or replace signage.</p>	<p>Accomplished:</p> <p>July-August 2025 – COA members conducted park evaluations.</p> <p>September 2025 – COA members reported findings to committee and considered a motion to submit a recommendation to City Council.</p> <p>January 20, 2026 – Recommendation on City Council Agenda for Consideration. COA members request follow-up regarding anticipated timeline for coorrective action.</p> <p>April 2026 – COA members conducted assessments throughout the city to identify street signs and intersections with visibility concerns. Chair Newton reported nine intersections with visibility concerns to the COA. Members Wagner, Martinengo and Watson agreed to assess and document additional areas and report back their findings at the May 20, 2026 meeting.</p> <p>May 20, 2026 – Chair Newton compiled and presented forty-five identified street signs and intersections with sign visibility concerns. COA members reviewed the findings and passed a motion for Chair Newton to share the list and photos of the forty-five identified faded and/or missing</p>

		<p>street signs in El Cerrito with the Public Works Maintenance Division with recommendation for repair or replacement of the identified signs. COA members request follow-up regarding anticipated timeline for corrective action.</p> <p>June 2026 - Chair Newton will share the list and photos of the forty-five identified faded and/or missing street signs with the Public Works Maintenance Division with the COA recommendation for repair or replacement.</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 Centenarians to staff liaison as they became away 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>2025: Quarter 3: Recognized 2 Centenarians Quarter 4: Recognized 1 Centenarian</p> <p>2026: Quarter 1: Three centenarians recognized by City Council. One new centenarian identified for recognition in Quarter 3.</p> <p>Quarter 2: One centenarian to be recognized at a July 2026 City Council meeting. Three new centenarians identified for recognition.</p> <p>This is an on-going program.</p>
<p>Increase awareness of programs, services, and volunteer opportunities that benefit seniors and disabled adults in El Cerrito.</p>	<ul style="list-style-type: none"> • Expand awareness of programs and resources available to older adults throughout Contra Costa County. • Recommend speakers/vendors for Senior Presentations and Senior Resource Fair. 	<p>Accomplished – FY 2025-2026</p> <p>October 2025 – Members Cesa, Wagner, Montemayor, Akacic, Cain, and Kehoe volunteered at the Annual Senior Resource Fair engaging with seniors in the community.</p>

Strategic Plan Goal: Livability and Belonging
Community Safety
Environmental Sustainability

- Promote programs and events by distributing flyers, talking to seniors in the community and direct invitation to encourage participation and awareness.
- COA Members 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.
- Advocate for and support educational and enrichment opportunities for older adults in El Cerrito.

December 2025 – Member Cain supported the goal by taking a lead role in coordinating ukulele players from both St. John's and Christ Lutheran Senior Centers as well as participating as a musician at the event. This event brought seniors from the West Contra Costa Adult Programs Christ Lutheran Senior Center, St. John's Senior Center, and Sakura Kai Senior Center, as well as City of El Cerrito Senior Programs participants together for the City's Annual Senior Holiday Sing-Along Event, helping to foster community connection and strengthening partnerships among local senior-serving organizations.

February 2026 – Member Montemayor supported community engagement by attending and volunteering as a photographer, documenting the February 4, 2026 ECCRU Artist Valentine Card Making Workshop at the Community Center. Member Montemayor's photos will be used to help promote community programs and highlight opportunities for participation and volunteer involvement.

Ongoing – Member Dr. Kwong, supports the goal by providing regular monthly presentations on a variety of health topics at Christ Lutheran Senior Center

February 2026 – Member Newton created an internal survey of COA members to gather information on perceived best ways to distribute information about programs, services and events to seniors living in El Cerrito.

		<p>April/May 2026 – Vice Chair Wagner attended the April 30, 2026 Transportation Workshop hosted by the City of Richmond Commission on Aging and reported back to the committee at the May 20, 2026 meeting. Vice Chair Wagner made the recommendation to the COA and to City Staff that the 2026 Annual Senior Resource Fair presentations should be focused on transportation.</p> <p>May 2026 – Chair Newton shared results of the internal survey and COA members started discussion of most impactful ways to focus their efforts in disseminating information to seniors in El Cerrito. Discussion is ongoing with no action taken.</p>
<p>Expand awareness of programs and resources available to older adults in El Cerrito and throughout Contra Costa County.</p> <p>Strategic Plan Goal: Livability and belonging.</p>	<p>Serve as liaisons and actively collaborate with the Area Agency on Aging, West County Senior Coalition, City and County leadership, the County Public Health Department, and local senior living facilities and senior centers to share information, coordinate outreach, and promote available services.</p>	<p>Ongoing – Member Kehoe serves as the liaison to the City for the Area Agency on Aging. Member Kehoe attends monthly meetings and reports back to the COA.</p> <p>Member Lipson serves as an At Large Member on the Area Agency on Aging.</p> <p>Member Lipson serves on the California Senior Legislatures by attending meetings and sharing updates to the COA.</p> <p>Member Kehoe serves as COA Liaison to the West County Senior Coalition, attending meetings and reporting back to the COA.</p> <p>Member Kehoe is the Director of the West Contra Costa Adult Education Christ Lutheran Senior Center and shares</p>

		information with the COA on upcoming classes, events, and presentations. Member Akacic is the Director of the West Contra Costa Adult Education St. John's Senior Center and shares information with the COA on upcoming classes, events, and presentations.
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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:



SUPPLEMENTAL MATERIALS

**REGULAR COMMITTEE ON AGING MEETING
WEDNESDAY, JUNE 17, 2026, at 3 p.m.**

AGENDA ITEM 2 – ORAL COMMUNICATIONS FROM THE PUBLIC
Public Comment Received - Cordell Hindler

Bridget Cooney

From: [REDACTED]
Sent: Thursday, June 11, 2026 3:27 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. I would Like to Invite the Committee on Aging to the Contra Costa Mayors Conference on July 9th at 6:30 PM hosted by the City of San Pablo RSVP is Required

\$80.00 Per Person

2. Also the city of Pinole Car Show Breakfast June 28th 7:00 to 10:00 AM at the Senior Center \$12.00 per Person

Sincerely
Cordell