



Mayor's Commission on Aging

City of Oakland – Human Services Department

Lionel J. Wilson Building

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Oakland, CA 94612

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Wednesday, November 4, 2020

Held via Teleconference

MINUTES

1. Call to Order

Chair Bryan Ricks called the meeting to order at 10:05 a.m. The meeting was held via teleconference.

2. Roll Call and Determination of Quorum

Present: Bryan Ricks, Martha Scott, Asha Beene-Clark, Michael Coleman, Diana Garrett, Toni Gomez, Tomye Neal Madison, Shannon McDonnell, Jennifer Seibert

Excused Absent: Jacqueline Phillips

Absent: Cheryl Moore

A quorum was established.

Staff: Scott Means, Aging & Adult Services Manager, Hayde Mazariago, Acting COA Clerk and Jennifer King, DOSC Director

3. Agenda Modification and Approval

The agenda was approved with no modifications.

M/S/Carried: Jennifer Seibert/Martha Scott/ Motion Carried unanimously.

4. Approval of Prior Meeting Minutes:

The October 7, 2020 minutes were approved.

M/S/Carried: Diana Garrett/Shannon McDonnell/Motion carried unanimously.

5. Public Forum

• Alameda County Food Bank – Mercy Brown Bag Program, Krista Lucchesi

Mercy Brown Bag Program Director, Krista Lucchesi stated that she spoke with Scott Means at the beginning of shelter-in-place orders in response to the massive increase of requests for groceries from Oakland seniors. Normally, the Mercy Brown Bag program distributes groceries to low-income seniors throughout various Alameda County sites however, due to Covid-19, the program is now delivering directly to homes. She stated that Scott informed her that as a part of the emergency response, a \$60,000 grant could be authorized to continue funding the program.

Presently, the program has extended services to 11 new low-income senior housing buildings (more than 800 people). The program projected to serve 775 clients however, they have

doubled their projections by serving 1,425 in their 4th Quarter SSB Report. She noted that it is her understanding that Fiscal Services is holding back the money that was encumbered with intent to fund the program because of the CARES Act. Krista further requested assistance from Scott and the Commission to release the funding. Commissioner Ricks stated that the Commission will work with Scott to resolve this issue. Scott stated that he will pursue this further with Sara Bedford, HSD Director and Fiscal Services. He will provide an update at the December meeting.

6. Downtown Oakland Senior Center Update – Jennifer King, DOSC Director

- Jennifer King, Senior Center Director presented an overview of the Downtown Oakland Senior Center. She announced the Good Night’s Sleep Symposium as a collaboration with the University of San Francisco Memory and Aging Center. She encouraged listeners to register on Eventbrite for the online event held on November 6, 2020 from 9:30am-12:30pm (See Exhibit A). As of December 31, 2019, there were 1,393 Senior Center members, 73% of members are residents of Oakland. As of October 31, 2020, the center had 938 members. There were 85 volunteers at the end of 2019 in various capacities within the center. Jennifer provided 2019 event highlights and community collaborations. She commended the DOSC Advisory Council for their continued work during the pandemic. She thanked commissioner Coleman for his dedication to the Advisory Council. Jennifer announced the planning of the center’s 40th Anniversary Celebration in July 2021. She concluded the presentation by announcing her retirement effective December 30, 2020 and thanked the Commission, the senior center members, staff and volunteers for their continued support. The commission thanked Jennifer for her dedication and commitment to seniors in Oakland and gave her well wishes for a happy retirement. Scott Means acknowledged Jennifer for her hard work and dedication as well as her innovative efforts in engaging seniors.

7. Age-Friendly Oakland

Chairperson Ricks stated that he would work with commissioner Scott to provide an action plan for the livable Oakland Initiative. He will provide an update at December meeting.

8. Commission Annual Report

No report.

9. HSD Aging & Services / COVID-19 Update

SENIOR CENTER ADVISORY COUNCILS

Scott Means presented an Agenda Report to the commission as a formal request for Advisory Council Extensions (see attachment). Staff recommended to adopt and approve the following requests (See Exhibit B):

- 1) A one-time authorization to extend the two (2) year term of current elected Advisory Council members to a three (3) year term at all four (4) Senior Centers: Downtown Oakland Senior Center (DOSC), East Oakland Senior Center (EOSC), North Oakland Senior Center (NOSC) and West Oakland Senior Center (WOSC).
- 2) A one-time removal of the annual election process for the year 2020 to be reinstated in 2021.
- 3) A one-time modification to the appointment process in the year 2020, only in the event that the Advisory Council membership is less than the minimum required, nine (9) members, as outlined in Article 5-4 of the Advisory Council Bylaws.

The Advisory Council Extension Report was approved.

M/S/Carried: Michael Coleman/Martha Scott/Motion Carried unanimously.

10. Human Services Department Report - Scott Means, Aging and Adult Services Manager

PROGRAMS & PARTNERSHIPS

Scott Means stated that Capital Improvement proposals for the next 2 years had been submitted. He introduced the Resiliency Hub concept which focuses on providing increased resources to the community. He added that in collaboration with the City's Parks and Recreation Department, Emergency Management, and Libraries, East and West Oakland Senior Centers would be potentially turned into air conditioned, solar facilities that would serve as emergency and resource centers to the community. Scott Means also noted that the contract with the MySeniorCenter is being finalized. The first kiosks will be installed at DOSC.

ALZHEIMER'S PROJECT

Scott noted that he has been in communication with Dr. Johnson, UC Davis who has been working on the Alzheimer's research project out of the East Oakland Senior Center. He presented this research project as a way to of getting support for programming and extended virtual services during COVID-19. He added that he is working on a collaboration with KALW, local public radio to provide wellness and health outreach. Budget discussions will begin in late November.

EMPLOYMENT UPDATES

The recruitment for the Senior Center Director ELDE positions in on-going. Additionally, the Assets Senior Program has reinstated 7 Senior Aides to support senior services during this time.

CENTERS REOPENING STATUS

Scott stated that Senior Center Facilities remain closed with no plans for reopening.

SUGAR SWEETENED BEVERAGE (SSB) FUND

Commissioner Jennifer Seibert inquired if there was a separate accounting for the SSB fund and if previous reports would be available. Scott stated that allocation of funds to departments did not happened after July 1, 2020. Commissioner Scott asked if there is an Advisory Board for SSB. Scott stated that there is a SSB Commission that has vacancies.

SENIOR CENTER FACILITIES

Commissioner Beene-Clarke inquired about mobile testing at senior centers and partnerships with drug stores in anticipation for vaccines. Scott Means stated that there are no plans for this as major capital improvement plans are needed at centers. The centers continue to be distribution centers during this time.

COA SUPPORT TO SENIOR CENTERS

Commissioners Beene-Clarke asked DOSC Director King how the Commission can best support the senior centers. Director King stated that it was important to have a Commissioner assigned to each center to attend monthly Advisory Council meetings. Commissioner Scott encouraged Director King to consult the centers after retirement.

11. Announcements

No Report.

12. Adjournment

There being no further business, the meeting was adjourned at 11:26 a.m.

Date and Time of Next Meeting

The next meeting will be held on Wednesday, December 2, 2020 at 10:00 a.m. via teleconference.

City of Oakland
COMMISSION ON AGING
November 4, 2020
Meeting

Exhibit A

Downtown Oakland
Senior Center (DOSCC)
Presentation

Downtown Oakland Senior Center

presents



Join Us for a Zoom Event!



A GOOD NIGHT'S SLEEP
2020 SYMPOSIUM

**FRIDAY,
NOVEMBER 6,
2020**

**REGISTER
NOW FOR FREE !**

*Rest,
Relaxation, and
Sleep During the
COVID-19 Pandemic*

Friday **November 6, 2020**

You may NOT register by calling the Center, you MUST register on Event Brite
Join us for a fascinating Zoom Symposium as we learn about sleep and rest, and how they are impacted by our aging, our brain, and by the COVID-19 Pandemic. Researchers, physicians and clinicians from University of San Francisco Memory and Aging Center will be on hand to help us better understand sleep, answer our questions, and to offer some tips and techniques to improve the quality (and quantity) of our rest, relaxation, and sleep.

There will also be drawings for \$50 Gift Cards, but **you must Register with Event Brite** to be entered in the drawing. Winners must be online to claim their prize.

[REGISTER NOW](#)

You will receive a confirmation email after registration. You will also receive an email with Zoom Event login information after October 31, 2020.

SCHEDULE OF EVENTS

9:30 a.m. Welcome and Introduction

9:35 a.m. – 10:05 a.m. Keynote Address, Dr. Sergio Lanata

10:05 a.m. – 10:35 a.m. “Sleep Hygiene” by Dr. Shelley Zak

10:35 a.m. – 10:50 a.m. Audience Questions for Drs. Lanata and Zak

10:50 a.m. – 10:55 a.m. Relaxation Tips

10:55 a.m. – 11:00 a.m. Break

11:00 a.m. - 11:30 a.m. “Sleeping Your Way to a Healthier You,” Christine Walsh, Ph.D.

11:30 a.m. – 12:00 Noon “ Sleep Apnea, Insomnia and Other Sleep Thieves,” Yishan Xu, Ph.D.

12:00 p.m. – 12:15 p.m. Audience Questions for Drs. Walsh and Xu

12:15 p.m. – 12:30 p.m. Prize Drawings

We look forward to seeing you there!

***Downtown Oakland
Senior Center***

***2019-2020 Mayor's
Commission on Aging
Report***

Membership

@ December 31, 2019 – 1,393

73% or 1,017 members lived in the City of Oakland

| <i>Born</i> | <i>No. of Members</i> | <i>% of Membership</i> |
|----------------------------|------------------------------|-------------------------------|
| <i>1901-1924</i> | <i>14</i> | <i>2</i> |
| <i>1925-1935</i> | <i>180</i> | <i>13</i> |
| <i>1936-1945</i> | <i>488</i> | <i>35</i> |
| <i>1946 – Later</i> | <i>692</i> | <i>50</i> |
| <i>Undisclosed</i> | <i>19</i> | |

@ October 31, 2020 – 938

| <i>Born</i> | <i>No. of Members</i> | <i>% of Membership</i> |
|----------------------------|------------------------------|-------------------------------|
| <i>1901-1924</i> | <i>10</i> | <i>2</i> |
| <i>1925-1935</i> | <i>103</i> | <i>11</i> |
| <i>1936-1945</i> | <i>356</i> | <i>38</i> |
| <i>1946 – Later</i> | <i>459</i> | <i>49</i> |
| <i>Undisclosed</i> | <i>10</i> | |

Spectrum Meals Served = 25-30 per day

Weekly Center Patronage = 875

2019 DOSC Volunteers

85 Volunteers Serving...

- Advisory Council
- Consignment Shop
 - Dining Hall
 - Canteen
- Tuesday Tea Dance
- Thursday Tea Dance
 - Reception
- Administrative/Office
 - Travel Hosts

Volunteer Teachers:

- Creative Writing Class
- Wednesday Yoga Class
- Friday Morning Yoga Class
 - Back Class
 - Bid Whist
- Current Events Class
 - Poetry Class

2019 Event Highlights

Spring Concert - with Oakland Community
Orchestra

Holiday Concert with Class Act Band

Volunteer Recognition Luncheon & Program

Sleep Forum

Art & Craft Fair

Christmas Eve Luncheon

Older Women in Literature with Mills College

Coffee & Conversations:

- Oakland Transportations Services
- MSSP Program
- AC Transit – New Rapid Transit Project
- Estate Planning

Wellness Series:

- Good Grief
- Caring for the Caregiver
- Aging with Care & Dignity

Intergenerational Film Viewing & Discussion

Special Presentations

- All-Center Advisory Council Training
- Homelessness in Oakland
- Over 90 Celebration

Special Topic Workshops:

- Financial Exploitation
- ABCs of Long-Term Care
- California DMV's Real ID Card

12-Week Digital Camera Class (3)

12 –Week Beginner & Intermediate Computer Training (3)

Crafting Workshops (4)

Quilting Workshop (6-Week Session)

Jewelry-Making Workshop

Flu Shot Clinic

Community Collaborations



Alameda County Bar Association - Lawyers in the Library – Free Monthly Legal Appointments

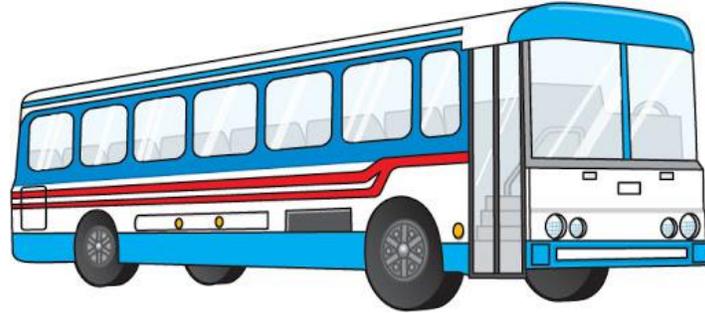
AARP – Low-Cost Quarterly Smart Driver Classes

UC SF School of Nursing – Free Quarterly Med checks and Blood pressure Screenings

Legal Assistance for Seniors – Free Monthly Health Insurance Counseling Sessions

CVS Pharmacy – Flu Shot Clinic

Outings



Berkeley Rep – *Paradise Square* Musical

DeYoung Museum – *Monet* Exhibit

Legion of Honor – *Jewels of the Maharajas*

San Francisco Opera Dress Rehearsal for *Carmen*

Alameda County Fair

Gilroy Garlic Festival

Job Corp Culinary Academy on Treasure Island – 10
Trips

Four (4) Oakland A's Baseball Games

Older Americans Month Celebration at FOP

2019 Weekly Classes

Listed below are the classes and the average 2019 weekly attendance

- Brain Aerobics – 20
- Tai Chi Chuan – 14
- Tai Ji - 25
- Pilates – 26
- Aerobics – 45
- Back Exercise -0 25
- Zumba – (50)
- Tap Dancing- 18
- Strength Training -0 25
- Oil/Acrylic/Water Color Painting -10
- Knitting/Crocheting (10)
- Line Dancing – 26
- Ballroom Dancing (25)
- Digital Camera – 15
- Computer Training – 25
- Creative Writing (Combined)- 35
- Learn to Play Bridge (16)
- Tuesday/Thursday Bridge (12)
- Wednesday Bridge (20)
- Bid Whist (40)
- Current Events (25)

2019 Weekly Classes- Continued

- Monday Yoga (20)
- Wednesday Yoga (24)
- Thursday Yoga (24)
- Friday AM Yoga (20)
- Friday PM Yoga (25)
- Keep It Movin' Mon./Wed./Fri (90)
- Restorative Tai Chi (5)

2019 Programs

- Lawyers in the Library Appointments
 - Health Insurance Counseling
 - Table Tennis Games (15)
 - Wednesday Movie Matinee (20)
- 8-Hour AARP Smart Driver Class (12)
- 4-Hour AARP Smart Driver Refresher Class (14)
 - Monthly Notary Services
 - Massage Services (Wed. /Thur.)
 - AA and Al- Anon Meetings (Daily)
- Senior Companion Meetings (Monthly)

Post-COVID Online Class Offerings

Creative Writing Fiction (Every Wednesday)

Poetry Workshop (Every Friday)

Craft of Fiction Writing (Every Monday)

Art of Storytelling (Every Monday)

Current Events –Every Friday

Book Club – Last Friday of each month

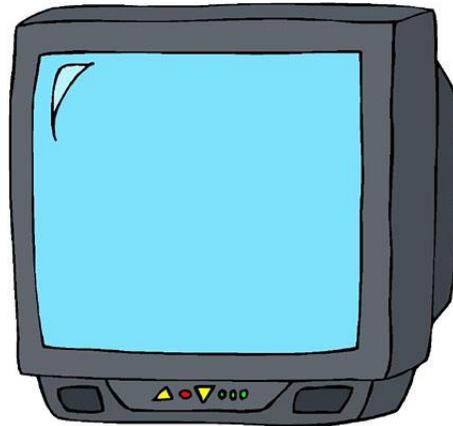
Short Story Readers – Third Thursday of each month

Staying in Touch



Membership Recruitment was halted,
BUT we are staying in touch via our
Weekly
Electronic Newsletters
sent to more than 1,750 subscribers

DOSC YouTube Channel



Current Programming Includes...

In the Kitchen with Shirley

Yoga

Pilates

Zumba

Relaxation Videos

Pros & Cons of Isolation w/Dr. S. Walrod

*Women Writers of Harlem Renaissance – Professor
Ajuan Mance*

Trust for Pets – Attorney Bonnie Hayden

Charitable Giving – Attorney Bonnie Hayden

Advisory Council

Paula Shadle, Chair

David Elliott, Vice Chair

Faith Darling, Treasurer

Carmelita LaRoche, Corresponding Secretary

Harvey Green, Parliamentarian

Robert Beggs

Marge Black

Samar Mukhopadhyay

Ron Parshall

Linda Payne

Rosalee Schubert

Ethel Walker

Willie Yick

Barbara Zilber

Looking Forward at DOSC

- ***CIP Projects in 2021*** – Renovate basement areas including bathrooms, Consignment Shop and classrooms;
- ***Recapture Memberships*** – We are currently at 68% of our 2019 Membership. Once 2021 Membership Drive begins, staff and Council anticipate a dramatic increase in our membership numbers.
- ***Celebrate Anniversary*** – In July, DOSC will be 40 years old!
Let's Get This Party Started!
- ***New Leadership-***

City of Oakland
COMMISSION ON AGING
November 4, 2020
Meeting

Exhibit B

COA Agenda Report:
Senior Center
Advisory Council
Extensions



AGENDA REPORT

TO: Commission on Aging

FROM: Scott Means
Manager, Human Services

SUBJECT: Advisory Council Term Extension

DATE: November 4, 2020

Commission on Aging Approval

Date:

RECOMMENDATION

Staff Recommends Mayor's Commission on Aging to Adopt:

- 1. A one-time authorization to extend the two (2) year term of current elected Advisory Council members to a three (3) year term at all four (4) Senior Centers: Downtown Oakland Senior Center (DOSC), East Oakland Senior Center (EOSC), North Oakland Senior Center (NOSC) and West Oakland Senior Center (WOSC).**
- 2. A one-time removal of the annual election process for the year 2020 to be reinstated in 2021.**
- 3. A one-time modification to the appointment process in the year 2020, only in the event that the Advisory Council membership is less than the minimum required, nine (9) members, as outlined in Article 5-4 of the Advisory Council Bylaws.**

EXECUTIVE SUMMARY

Adoption of this recommendation will allow each of the four (4) Senior Centers to holdover the current Advisory Council members who have completed the required orientation and training and received equipment, as necessary, to support full participation. Our current Advisory Councils are able to support the Senior Centers through virtual meeting platforms and teleconferencing. As the Senior Centers navigate future programming and reopening plans, the support of an Advisory Council that is established and operational under the current public health orders is needed.

BACKGROUND / LEGISLATIVE HISTORY

The mission of the Senior Center Advisory Council is to assist city staff in the development of programs, services, planning, and to conduct fundraising, advocacy, networking and lobbying to benefit the aging population of the City of Oakland. The Council acts as an advisory board to the center, the committees and the Center Director.

Commission on Aging
November 4, 2020

Pursuant of the Governor's Executive Order N-29-20 and Alameda County Public Health shelter in place orders for COVID-19, the Senior Centers closed on March 16, 2020. During this time, Advisory Council meetings which are regularly held in person at Senior Center locations, transitioned to meeting via phone/video conference and no teleconference locations were required.

For many of the Advisory Council members, virtual platforms were unfamiliar and required training and access support. Due to this training need there were inconsistencies in Advisory Council meetings after March 16, 2020. As a result of the Senior Center closures and the sudden transition to virtual platforms, the Advisory Council members were unable to serve in the full capacity as outlined in Advisory Council Bylaws.

ANALYSIS AND POLICY ALTERNATIVES

By extending the term of the current Advisory Council members, each Advisory Council member will have the opportunity to develop and implement these new skills and continue to effectively serve their corresponding Senior Center. All Senior Centers have transitioned to meeting remotely via video conference and phone to provide a virtual meeting place for the monthly Advisory Council meetings. Some Advisory Councils recently resumed the monthly meetings and the Advisory Council members are continuing to develop and refine technology skills to access the virtual platform.

Senior Centers must evaluate and provide necessary technology and training to current Advisory Council members to successfully provide access and consistency to all four (4) Senior Centers. As we move forward, our goal is to maintain an established Advisory Council that is trained with video conferencing or phone. As the shelter in place orders continue, it is important to maintain a standardized meeting format throughout all four (4) Senior Centers and provide ongoing training and technology to support some existing Advisory Council members.

If current elected Advisory Council members would like to end their term, the process of maintaining the minimum of nine (9) Advisory Council members will be adjusted during the year of 2021 to stay within the Alameda County public health orders. We propose the following one-time modification to article 5-8 of the Advisory Council Bylaws.

Existing Bylaw:

5-8 If the number of Advisory Council members is less than the minimum as required by this Article and no Center members volunteer to fill the vacancies by appointment, the Aging and Adult Services Manager (henceforth referred to as Aging Services Manager) may appoint an Interim Executive Committee which could include the Center Director, Aging Services Manager, and two or more members of another Senior Center Advisory Council Executive committee. The Interim Executive Committee shall serve as the Officers to the Council as provided in Article VII until Committee members can be elected.

Proposed modification:

5-8 If the number of Advisory Council members is less than the minimum as required by this Article, the Aging and Adult Services Manager (henceforth referred to as Aging Services Manager) may appoint an Interim Executive Committee which would include the Center Director, Aging Services Manager, and two members of the corresponding Senior Center Advisory Council. The Interim Executive Committee will appoint new Advisory Council members in the year 2021.

FISCAL IMPACT

There will be no fiscal impact to the Advisory Council members or the Senior Centers. The City of Oakland, through the Sugar Sweetened Beverage funds and other various grants, will provide tablets and training, as needed, to the current elected Advisory Council members to ensure accessibility to each meeting.

PUBLIC OUTREACH / INTEREST

Senior Centers are providing technology education classes to members to assist them in developing skills and creating new competencies to navigate virtual platforms.

COORDINATION

There will be ongoing coordination between the Commission on Aging, the City of Oakland Information Technology Department (ITD) and community partners to provide necessary support and technical education for the senior community.

PAST PERFORMANCE, EVALUATION AND FOLLOW-UP *(If Applicable)*

We will provide follow-up information and progress to the Commission on Aging during the June 2021 meeting.

SUSTAINABLE OPPORTUNITIES

***Environmental:** Utilization of email, phone and other virtual platforms will reduce environmental waste.*

***Race & Equity:** Providing necessary technology and education to Senior Center members will reduce disparities based on income and education.*

ACTION REQUESTED OF THE CITY COUNCIL

Staff Recommends Mayor's Commission on Aging to Adopt:

- 1. A one-time authorization to extending the two (2) year term of current elected Advisory Council members to a three (3) year term, a one-time request, at all four (4) Senior Centers: Downtown Oakland Senior Center (DOSC), East Oakland Senior Center (EOSC), North Oakland Senior Center (NOSC) and West Oakland Senior Center (WOSC).**
- 2. A one-time removal of the annual election process for the year 2020 to be reinstated in 2021.**

- 3. A one-time modification to the appointment process in the year 2020, only in the event that the Advisory Council membership is less than the minimum required, nine (9) members, as outlined in Article 5-4 of the Advisory Council Bylaws.**

For questions regarding this report, please contact Scott Means, Manager, Human Services Department, at 510-238-6137.

Respectfully submitted,



Scott Means
Manager, Human Services Department

Reviewed by:
Hayde Mazariego
Senior Services Program Assistant,
Human Services Department

Prepared by:
Kayla Brown, Senior Center Director
North Oakland Senior Center, Human Services
Department