

**CITY OF MILPITAS  
SENIOR ADVISORY COMMISSION**

**Unapproved Minutes:** Senior Advisory Commission  
**Date of Meeting:** October 25, 2011  
**Place of Meeting:** Barbara Lee Senior Center, Room 140

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**A. CALL TO ORDER**

Vice Chairperson Barbara Ebright called the meeting to order at 1:30 pm.

**B. ROLL CALL**

**Commissioners Present:** Barbara Ebright, Karen Adams, Mary Banick, Bal Daquigan, Estrella Gilana Melba Holliday, Amanda Santos, Bernice Wrinkle

**Alternates Present:** Richard "Lee" Verna, Deborah Langley

**Commissioner Absent:** Denny Weisgerber

**Alternates Absent:** None

**Council Liaison Absent:** Vice Mayor Pete McHugh

**Staff Present:** Aaron Bueno, Recreation Supervisor  
Lynette Wilson, Recreation Program Coordinator

**C. SEATING OF ALTERNATES:** Richard Verna for Denny Weisgerber.

**D. ADOPTION OF AGENDA**

**MOTION:** To adopt the Agenda of the October 25, 2011 Senior Advisory Commission.  
M/S: Adams\Holliday      Ayes: Unanimous

**E. APPROVAL OF THE MINUTES**

**MOTION:** To approve the Minutes of the August 23, 2011 Senior Advisory as written.  
M/S: Verna/Wrinkle      Ayes: Unanimous

**F. FINANCIAL REPORT**

The Commission reviewed the Financial Report distributed at the meeting, for the period of August 1-September 31, 2011. The revenues totaled \$393.75, and the expenses totaled \$768.64, leaving an ending balance of \$5,135.48.

**MOTION:** To approve the Financial Report ending September 31, 2011.  
M/S: Daquigan/Wrinkle.      Ayes: Unanimous

**G. PUBLIC FORUM:**

Rob Means, 1421 Yellowstone Dr, stated as he gets older he sees more of transportation difficulties for older adults. He informed the Commission he will be contacting Vice Mayor McHugh regarding his proposal to get a personal rapid transit built in Milpitas. He also indicated he would send staff an email to forward to the Commissioners with links to information regarding Personal Rapid Transit systems.

**H. ANNOUNCEMENTS/ CORRESPONDENCE:**

**a. Update from Police Department:**

Police Chief Dennis Graham stated his department was distributing Halloween safety tips. He also stated recently door-to-door salespersons were attempting to “sell” security systems. Reports were received that a sales person was trying to get residents to switch over to the security system he was representing. The sales person had a lot of personal information on the resident and the resident’s current system. Chief Graham added the sales person may have been casing the neighborhood for burglaries or was an extremely aggressive salesperson.

Commissioner Adams requested the police department scope out the pedestrian crossing between City Hall and Beresford Shopping Center. She has noticed people press the button and start walking in the crosswalk but all of the cars do not stop when the lights start flashing. Commissioner Ebright added that she has seen elsewhere flashing lights in the street. Chief Graham responded the flashing lights are usually paid for through grants.

**b. Milpitas Parks & Recreation Programs:**

Recreation Supervisor Bueno announced the Parks and Recreation Services Department’s upcoming events:

- Howl at the Moon and Milpitas Community Concert Band concert would be held on Friday, October 28 at the City Hall Plaza
- Veteran’s Day Ceremony on Friday, November 11 at the Veterans Park
- Tree Lighting Ceremony and Community Sing-Along on Thursday, December 1 at the City Hall Plaza
- Gingerbread and Jingle Children’s event on Thursday, December 8

**c. Commissioner Updates/Sharing:**

Commissioner suggested the Commission help inform others about designating an emergency contact person in their cell phones with an entry name starting with “ICE” (ICE = in case of emergency), i.e. “ICE John Smith”.

Commissioner Gilana stated she has a group that would be able to provide flu shots at no cost to participants or insurance groups/Medicare.

**I. PRESENTATIONS:**

None.

**J. NEW BUSINESS:**

**1. December Meeting Date – Recreation Supervisor Bueno**

Recreation Supervisor Bueno stated the Senior Advisory Commission meetings are scheduled for the 4<sup>th</sup> Tuesday of every other month starting in February. Since December's meeting falls between Christmas and New Year's when many commissioners are either very busy or out of town, the Commission has historically cancelled the December meeting and rescheduled it to the next month (January). Staff is recommending this rescheduling take place again this year.

**MOTION:** To reschedule the December 27, 2011, SAC meeting to 1:30 pm on Tuesday, January 24, 2012.

M/S: Holiday/Adams. Ayes: Unanimous

**2. Senior Center Survey Results – Vice Mayor Pete McHugh**

Due to Vice Mayor's absence, this item was tabled to the next meeting.

**3. Evening Bingo Snack Bar Fundraiser – Recreation Supervisor Bueno**

The Senior Advisory Commission's Snack Bar program has acted as a fundraiser for the SAC by selling dinners at the 1<sup>st</sup> Tuesday Evening Bingo sessions each month. Staff has traditionally shopped and prepared the meals (approximately 2-3 hours per month) and Commission members have staffed the snack bars (1-2 members approximately 2 hrs per month). The expenses and revenues were funded through the Commission's budget.

Staff examined the revenues and expenses for the past year of this fundraiser program and presented the report findings to the Commission. During the time span of November 2010 and October 2011, the revenues were \$458.76 and expenses were \$361.10, for a total profit of \$97.66. Staff noted that some months used leftover frozen supplies that saved the Commission approximately \$50.00 in expenses. Staff requested the Commission review the report and discuss if the Evening Snack Bars should continue or not, and if continue, the Commission's role. It was noted that if the Evening Snack Bar was discontinued, the Evening Bingo session would still be held with either no dinner service or with an additional potluck option.

The Commission discussed the time involved for both staff and Commission members and decided the event was not profitable enough.

**MOTION:** To discontinue the Evening Snack Bar Fundraisers

M/S: Banick/Adams. Ayes: Unanimous

**4. Commissioner Participation at Fundraiser Events – Recreation Supervisor Bueno**

Recreation Supervisor Bueno reminded the Commission that through its By-laws, the Commission is charged with raising funds to assist Senior Center activities and supplies when needed. Over the years the Commission has held fundraisers through selling snacks during bingo sessions, selling dinners at evening bingo sessions, and working with local restaurants to hold fundraisers at their establishments. At each SAC meeting, sign-up sheets are distributed for commissioners to sign-up for specific event dates. Staff has noticed over the year and heard comments from several commissioners that the work load of the fundraising was not shared equally by the commissioners. Mr. Bueno emphasized that each Commission member was expected to participate in the fundraisers. He requested the Commission discuss the expectations and responsibilities of Commissioners in regards to fundraising duties. Many comments from commissioners indicated that all commissioners should participate in the fundraisers and not just a few. Other comments included that exceptions should be made for commissioners who have medical or transportation issues and their participation in other projects would balance the load. One commissioner stated that in his experience with other groups, there are some who help and some who do not and the group should be happy with what they get.

Overall, the Commission agreed to have the bi-monthly assignment sheets be distributed at the Commission meetings for commissioners to fill out and turn into staff. Staff would then compile the list and distribute back out to commissioners.

#### **5. Karaoke System – Recreation Supervisor Bueno**

Recreation Services Supervisor informed the Commission the Karaoke system they funded the purchase of in February 2006 was no longer working properly. The system does not recognize the direct current when plugged into the electrical outlet and drained batteries very quickly. Staff requested the Commission discuss if it wanted to authorize funds to purchase a new system, and if so, how much it would authorize. At the time of the meeting, staff did not have information on the cost of a new system.

Commission asked how much often was the system used. Staff responded it is used Friday mornings for “Senior Idol” prior to the lunch program. One commissioner stated on a day she attended that only one person used it. Staffed responded many more people use it than one time, and it also benefits those who are just listening to the music. Another commissioner stated it was very popular when it was first purchased and was open to everyone at the Senior Center to use.

Commission requested staff come back at the next meeting with information on how many people use the system and costs of a new system.

#### **K. OLD BUSINESS:**

##### **1. Health Fair Subcommittee Report – Program Coordinator Wilson**

Program Coordinator Wilson reported the Health Fair was held on Saturday, September 24, 10:00 am-2:00 pm, in conjunction with the Senior Center's Open House. The event included scheduled presentations in Room 140 and 21 resource tables in the Community Room. The facilities other rooms were open for the public to see what the Senior Center has to offer. Approximately 200 people attended the event.

She added the Health Fair Subcommittee had already met to evaluate the event. She was now seeking input from the rest of the Commissioners about the event. Their comments included:

- Brought in some new members.
- Could use a display board with daily events listed.
- There should have been more visuals in the entry advertising the event.
- It was nice having the food provided for commissioners, staff and vendors.
- Vendors felt that Saturday was better than having it on a weekday.
- SAC table could have been near the front door and worked as a greeter.
- Felt this event had a very low turnout (about 50 people) and the same people kept going through it. When the event was held at the old Senior Center (on Main Street) the Health Fair had fantastic turnouts.
- The event should be advertised more.
- The day and time were proper. Needed a longer time to set up his room.

## **2. Subcommittee Update – Program Coordinator Wilson**

Program Coordinator Wilson the Senior Advisory Commission's "Sunshine Club" and "Best Senior Care Home/Facility in Milpitas" subcommittees that were established had not yet held meetings due to staffing changes and the Health Fair event. She indicated meetings with both subcommittees would be called to get them up and running.

## **L. OTHER BUSINESS:**

### **1.0 STAFF REPORTS**

#### **1.1 Recreation Services**

Recreation Supervisor Bueno announced the Senior Center would be holding a Flu Shot clinic on November 8 through CVS Pharmacy. He also highlighted other monthly Senior Center events listed in the Agenda.

#### **1.2 Senior Center Nutrition**

Recreation Supervisor Bueno reported in August the lunch program served 2,176 meals and transported 275 riders. In September, there were 2,031 meals served and 281 riders.

## **2. LIAISON REPORTS**

**2.1 City Council - Vice Mayor Peter McHugh**

None.

**2.2 Council on Aging Advisory Commission – Denny Weisgerber**

None.

**2.3 Parks, Recreation & Cultural Resources Commission - Frances Krommenhock**

None.

**3. Future Agenda Items**

- Subcommittee Reports
- Senior Center Trips

**L. COMMISSIONER COMMENTS:**

None.

**M. ADJOURNMENT:**

Meeting adjourned at 3:05 pm. The next meeting is scheduled for January 24, 2012, at 1:30 pm, at the Barbara Lee Senior Center.

Respectfully submitted,  
Lynette Wilson, Commission Recording Secretary