



“The City with a Heart”

Bunny Epperson, Chair
Priscilla Martinez, Vice Chair
Linda Boscono
Barbara Cox
Yasmin Froehling
Ralph Olcese
Joyce Satow

AGENDA SENIOR ADVISORY BOARD October 17, 2023 9:00 AM

IN PERSON* MEETING LOCATION San Bruno Senior Center 1555 Crystal Springs Road, Library San Bruno, CA 94066 *Please turn off all electronic devices before the start of the meeting to prevent disruptions*	Zoom Link: https://sanbruno-ca-gov.zoom.us/j/81809218045 Phone Line: 1-669-444-9171 Webinar ID: 818 0921 8045 Webinar Password: 049403 *Teleconference broadcasting is offered in the meeting via Zoom as a courtesy to the public. **No public comment accepted via Zoom
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PUBLIC COMMENT: In person attendees who want to provide public comment, will be asked to fill out a speaker card and turn it into Damian Sandholm. Public comment may also be emailed to dsandholm@sanbruno.ca.gov. Comments received via email will not be read aloud during the meeting.

ACCESSIBILITY: In compliance with the Americans with Disabilities Act, individuals requiring special accommodations or modifications to participate in this meeting should contact Damian Sandholm 48 hours prior to the meeting at (650) 616-7180 or via email at dsandholm@sanbruno.ca.gov.

*Any disclosable public writings related to an open session item on a regular meeting agenda and distributed by the City to at least a majority of the Senior Advisory Board less than 72 hours prior to that meeting are available for public inspection at the City Clerk’s Office at City Hall located at 567 El Camino Real, San Bruno, California during normal business hours. In addition, the City may also post such documents on the City’s Website at <https://www.sanbruno.ca.gov/AgendaCenter>.

- 1. CALL TO ORDER/ROLL CALL:** Chair Bunny Epperson, Vice Chair Priscilla Martinez, Linda Boscono, Barbara Cox, Yasmin Froehling, Ralph Olcese, Joyce Satow
- 2. PLEDGE OF ALLEGIANCE:**
- 3. REVIEW OF AGENDA:**
- 4. ACCEPTANCE OF MINUTES:** September 19, 2023
- 5. CONSENT CALENDAR:**
- 6. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA:**
Individuals allowed three minutes. It is the Senior Advisory Board’s policy to refer matters raised in this forum to staff for investigation and/or action where appropriate. The Brown Act prohibits the Senior Advisory Board from discussing or acting upon any matter not agendized pursuant to State Law.

7. NEW BUSINESS:

- a. Introduction of Community Services Director, Travis M. Karlen

8. NEW BUSINESS:

- a. Receive and File Monthly Class Attendance, Nutrition Site Reports, and Senior Center Historical Front Desk Sign In Data from September 2023

9. ITEMS FROM BOARD MEMBERS:

10. ITEMS FROM STAFF:

- a. Lunch ticket sales
- b. Patio chairs update
- c. Kitchen cleaning update
- d. Senior Center Table Update

11. ADJOURNMENT

The next regular Senior Advisory Board Meeting will be held on November 21, 2023 at 9:00 a.m. at the San Bruno Senior Center.

POSTING: I declare a copy of this agenda was posted at City Hall, 567 El Camino Real, San Bruno, among other locations in the city limits of San Bruno, on October 12, 2023, by 6:00 p.m.



Lupita Huerta, City Clerk



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MEETING MINUTES

Senior Advisory Board September 19, 2023

1. **Call to Order/Roll Call:** Chair Epperson called the meeting of the Senior Advisory Board to order at 9:00 a.m. Board Members Present: Chair Bunny Epperson, Vice Chair Priscilla Martinez, Linda Boscono, Barbara Cox, Yasmin Froehling, Ralph Olcese, and Joyce Satow. Staff Present: Handlos and Sandholm.
2. **PLEDGE OF ALLEGIANCE:** Chair Epperson led the Pledge of Allegiance.
3. **REVIEW OF AGENDA:** No changes.
4. **ACCEPTANCE OF MINUTES:** The Board accepted the minutes of the August 15, 2023 meeting.
5. **CONSENT CALENDAR:** None.
6. **PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA:** None.
7. **UNFINISHED BUSINESS:**
 - a. Receive and File Monthly Class Attendance with Bocce totals from July 2023, and Monthly Class Attendance, Nutrition Site Reports, and Senior Center Historical Front Desk Sign In Data from August 2023 – Discussion about Nutrition Site Report. **Acting Director Sandholm** stated he would report back about how the pink slip money was accounted for on the report.
 - b. Congregate Meal Program: Residency Frequency Update – **Acting Director Sandholm** stated for Fiscal Year 2022/2023 there were 8,449 non-residents, 11,722 residents, and 301 guests.
8. **NEW BUSINESS:**
 - a. Presentation - Age Friendly Community Project Update, Roy Earnest, Center for Age Friendly Excellence (CAFÉ)
9. **ITEMS FROM BOARD MEMBERS:**

Board Member Olcese stated that a couple of new chairs were needed at the bocce ball court. He asked about the status of a new storage shed. **Acting Director Sandholm** stated he would research new chairs. **Supervisor Handlos** stated that Dave Padilla was waiting until the new recreation center was opened to determine the needed amount of shed space.

Board Member Boscono asked about the transportation guidelines, the replacement of the food services coordinator, code of ethics, placement of walkers during lunch service, and status of the free table. She stated that lately there had been more rude and disrespectful behavior happening at the Senior Center by patrons to the volunteers. **Acting Director Sandholm** stated the transportation guidelines and code of ethics were in review. He stated coordinator interviews happened last week and second round interviews were scheduled for next week. He stated that staff should be informed of rudeness immediately. **Acting Director Sandholm** stated an announcement could be

made about walkers as well as staff and lunch volunteers could speak to the individuals. **Supervisor Handlos** stated there was no free table.

Vice Chair Martinez asked about the closure of the ladies' bathroom after bingo and when the kitchen floor would be deep cleaned. **Supervisor Handlos** stated the bathroom needed to be cleaned due to an accident. **Acting Director Sandholm** stated staff would schedule the kitchen floors to be professional deep cleaned.

Board Member Froehling thanked Supervisor Handlos for planning something for Marie Samora and for working on getting the food less salty. Patrons would like the Chief of Police to come back for. **Supervisor Handlos** stated he would be able to come twice a year.

Board Member Satow asked about adding a no smoking sign by the entrance to the Senior Center. **Acting Director Sandholm** stated staff would look into posting a sign by the benches. Discussion about notifying volunteers about a meeting.

Chair Epperson asked for the annual membership discussion to be agendaized for the November meeting. She asked for an update on the carpet replacement and painting. **Acting Director Sandholm** stated staff was getting the schedule together with the scope.

Board Member Cox asked for the new director to come to a meeting.

10. ITEMS FROM STAFF:

Acting Director Sandholm stated that 47 tables were order from K1. Discussion about replacing some of the card tables.

Acting Director Sandholm stated interviews had taken place for the culinary assistant position. He stated that the bus driver position was being recruited for through the part time staff interviews since a class b license wasn't required. Staff were eligible to drive too.

11. ADJOURNMENT: Meeting was adjourned at 10:15 a.m.

Class Attendance September 2023 Totals

Mondays	
Class	Attendance
Hiking	17
Ceramics	25
MahJong	26
Bocce	72
Tap	36
Billiards	33
BINGO	140
Computer Club	16
Pilates/Yoga	19
Yoga	17
Art Appreciation	5

Tuesdays	
Class	Attendance
Spanish	31
Bocce	40
Zumba Gold	94
Sit & Workout	40
Beginner Line Dance (Kathy)	94
Ukulele	20
Billiards	43
Computer Club	15

Wednesdays	
Class	Attendance
Hiking	52
Stained Glass	41
Beginner Line Review: Dolly	50
Billiards	32
American Line Dance (Allen)	28
BINGO	218
Current Events	31
Computer Club	33
Collette Tours Presentation	5
AARP Smart Driver	9
Senior Life Planning	9

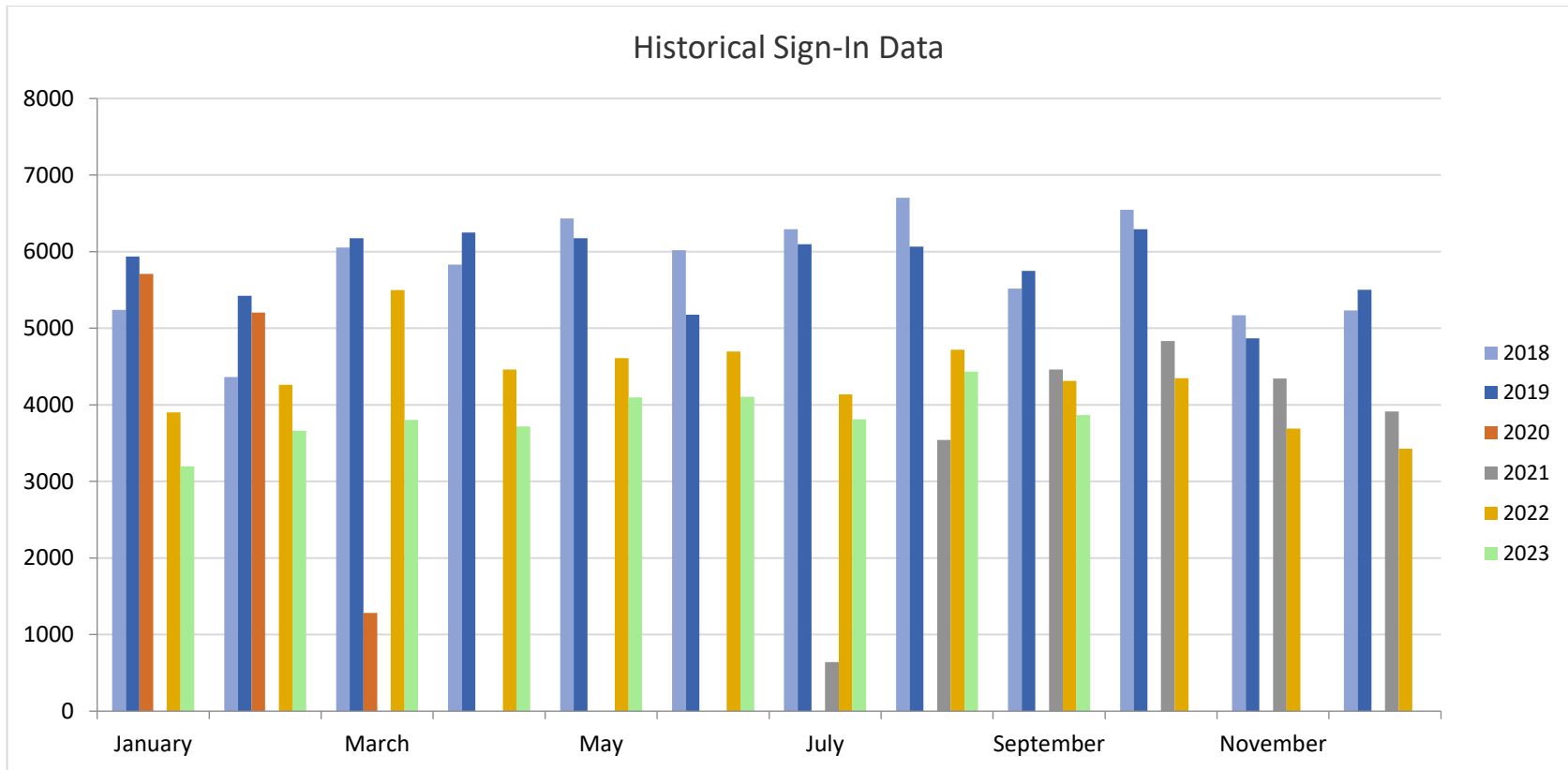
Thursdays	
Class	Attendance
Softball	49
Fun & Fitness	33
Creative Writing	28
Yoga	69
Pedro	66
Music & Motion	52
American Line Dance (Allen)	29
Painting	16
Computer Club	16
Billiards	31
AARP Smart Driver	9
Book Club	6
Grief Support Group	7

Fridays	
Class	Attendance
Hiking	10
Knitting	23
Movie	5
Zumba Gold	201
BINGO	303
Ping Pong	33
Billiards	52
Bridge	8
Bocce	40
Seated Yoga	74

Sunday Dances	
Class	Attendance
Line Dance 09/03/2023	canceled
Social Line 09/10/2023	10
Dance 09/17/2023	33
Dance 09/24/2023	44

Nutrition Site Report - September 2023

Day	Date	Congragate Meals	Guests	Disabled Under 60	Total Meals	Guest Fees	Senior Fees	Raffle Donation
Fri	1	91	0	0	91	0.00	172.00	
Mon	4							
Tues	5	111	1	0	112	5.50	299.00	
Wed	6	111	0	0	111	0.00	304.10	
Thur	7	64	0	0	64	0.00	152.50	
Fri	8	107	0	0	107	0.00	197.00	
Mon	11	109	0	0	109	0.00	177.00	
Tues	12	112	1	0	113	5.50	234.50	
Wed	13	96	0	1	97	0.00	156.25	
Thur	14	70	0	0	70	0.00	257.50	
Fri	15	106	0	0	106	0.00	369.00	
Mon	18	105	0	0	105	0.00	256.50	
Tues	19	92	0	0	92	0.00	162.30	
Wed	20	90	1	0	91	5.50	209.00	
Thurs	21	56	0	0	56	0.00	123.00	
Fri	22	93	1	0	94	5.50	193.50	
Mon	25	105	1	0	106	5.50	240.10	
Tues	26	107	3	0	110	16.50	321.50	
Wed	27	89	0	0	89	0.00	320.75	
Thurs	28	67	0	0	67	0.00	122.00	
Fri	29	91	0	0	91	0.00	451.50	
Total		1,872	8	1	1,881	44.00	4719.00	0.00



	January	February	March	April	May	June	July	August	September	October	November	December
2018	5241	4364	6055	5832	6436	6019	6292	6706	5519	6548	5168	5231
2019	5936	5424	6176	6249	6177	5179	6098	6066	5748	6293	4869	5503
2020	5709	5206	1284	0	0	0	0	0	0	0	0	0
2021	0	0	0	0	0	0	642	3540	4460	4834	4345	3914
2022	3902	4260	5499	4461	4609	4695	4137	4721	4314	4347	3692	3429
2023	3195	3663	3805	3718	4098	4107	3813	4434	3867			