CITY OF OAKLAND MAYOR'S COMMISSION ON AGING

Wednesday, April 5, 2023

10:00 a.m. – 12:00 p.m.

In Person

Please see the agenda to participate in the meeting

CITY OF OAKLAND
MAYOR'S COMMISSION ON AGING

In Person
Wednesday April 5, 2023
10:00 a.m. – 12:00 p.m.

PUBLIC PARTICIPATION

The public may observe and/or participate in this meeting, in person at 1 Frank H. Ogawa Plaza, Hearing Room 2, Oakland, CA 94612.

For your safety, we strongly recommend you wear a mask.

OBSERVE:

To observe the meeting by television, please tune in to KTOP-TV10 Programming, is also available on Channel 99 on AT&T U-Verse, or click this link to view https://oakland.granicus.com/player/camera/2.

To observe the meeting by video conference, please click on this link:
https://us06web.zoom.us/j/87879786992?pwd=YVJ1eFNUZlduZTJpcjdWQWRzZjJ1UT09 at the noticed meeting time.

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https://support.zoom.us/hc/en-us/articles/201362193–joining-a-Meeting

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Or One tap mobile:

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PUBLIC COMMENT:

- **Join Us in Person,** 1 Frank H. Ogawa Plaza, Hearing Room 2, Oakland, CA 94612.
    - To Comment in Person, Members of The Public Must Submit a Separate Speaker Card For Each Item On The Agenda To The Commission Clerk Before The Item Is Called.

- **Email Written Comments to MCOA@Oaklandca.Gov**. Written Comments Must Be Submitted At Least 24 Hours Prior To The Meeting Time to be Delivered to the Commissioners.

If you have any questions, please email the Mayor's Commission on Aging clerk, Marshay Boyd at Mboyd@oaklandca.gov.

City of Oakland Mayor's Commission on Aging

Wednesday April 5, 2023

10:00 a.m. – 12:00 p.m.

In Person

*Issues that the public wishes to address that **are not** published on the agenda will be heard during the Public Forum section. Raise your hand if you are viewing by video or dial *9 if you are joining by phone. You will have 2-minutes to speak on the item.*

AGENDA

1. **Call to Order**

2. **Roll Call**

3. **Adoption of Agenda**

4. **Approval of Minutes: March 1, 2023**

5. **Public Forum** (*Limit to 2 minutes*)

6. **Retreat Follow up**
   -Livable Oakland Work Plans

7. **Age-Friendly Report: Communications Stakeholders Meeting**

8. **Older American Month Event,** *Scott Means*

9. **HSD Aging & Adult Services Update,** *Scott Means, Aging & Adult Services Manager*

10. **Announcements**

11. **Closing Remarks & Adjourn**

NOTE: THE COMMISSION MAY TAKE ACTION ON ANY ITEM ON THE AGENDA

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This meeting location is wheelchair accessible. To request disability-related accommodations or to request an ASL, Cantonese, Mandarin, or Spanish interpreter, please email smeans@oaklandnet.com or call (510) 238-6137 or TDD/TTY
(510) 238-3254 at least five working days before the meeting. Please refrain from wearing scented products to this meeting as a courtesy to attendees with chemical sensitivities.

Mayor's Commission on Aging

City of Oakland – Human Services
Department Lionel J. Wilson Building
150 Frank H. Ogawa Plaza, Suite
4340 Oakland, CA 94612
Tel: (510) 238-3121 • Fax: (510) 238-7207 • TTY: (510) 238-3254

Wednesday, March 1, 2023
Held via Teleconference

MINUTES

1. **Call to Order**
   Chair Gunst called the meeting to order at 10:08 a.m. The meeting was held via teleconference.

2. **Roll Call**
   Present: Lenore Gunst, Asha Beene-Clarke, Dianna Garrett, Jennifer Seibert, Patricia Osage
   Absent: Blake Spears
   Absent Excused: Tydia Hill, Ristina Ingram, Suzi Kalmus
   Late:
   A quorum was not established.
   Staff: Scott Means (Aging & Adult Services Manager), Marshay Boyd (Administrative Assistant)

3. **Adoption of Agenda**
   The agenda was approved no modifications.
   > Motion: Jennifer Seibert/Asha Beene-Clarke

4. **Approval of minutes: February 1, 2023**
   Due to not having a quorum, we could not do a motion for this item.

5. **Public Forum** (*Limit to 2 minutes*)
   Chair Gunst opened this item with a brief message stating that the commission asked for public forum in advance, due to these meetings being back in person. There was one comment submitted by Tiffany Eng, asking if we have a aging plan and she submitted information on a grant. Chair Gunst advised that we are ineligible for that grant.

6. **Beginning of the 2023 Commission on Aging Retreat**

   - **Introductions**: *Chair Lenore Gunst*
   This item on the agenda was opened by Chair Gunst, who gave a brief introduction to the City of Oakland's Mayor Sheng Thao.

- **Welcome Mayor Sheng Thao**

City of Oakland Mayor Sheng Thao, gave a beautiful welcome speech that consisted of her gratitude to all of the Commission on Aging Commissioners and participators. She shared a brief personal story and explained how/why she personally connected with the Commission on Aging. The commission thanks her greatly for this speech.

- **Procedural overview and introductions**: *Scott Means, Human Services Manager*

Scott Means gave a brief overview of where the bathrooms were located, and that because they were at the Downtown Oakland Senior Center, there is still a Mandatory Vaccination requirement. Meaning, all guests must be vaccinated in order to walk around the building, and if they are not vaccinated, they would not be allowed to roam the building. He also explained the forms that were inside the agenda packet that everyone had.

- **Livable Oakland Overview/Accomplishments:** *Bryan Ricks*

Scott Means gave a brief introduction to former commissioner Bryan Ricks. Bryan Ricks provided great background on the Age Friendly Cities initiative, and the Livable Oakland groups that were created from that. He explained how the four domains Housing, Health and Wellness, Open Spaces, and Communications were established, and the work that has been done since they were created. Being a former commissioner and firsthand with the Livable Oakland work, he presented much needed facts to help the four domains plan on how to move forward.

- **Livable Oakland Breakout Groups**

Leading into this, Scott Means explained that he purchased 10 spectrum meals for the Commissioners to taste, which is important since the Commission on Aging makes decisions on what food is being served to seniors in senior centers. Scott provided directions on the breakout groups, such as where they should go and what papers they should be working on. The four domains broke out into their groups Housing, Health and Wellness, Open Spaces, and Communications, they all worked diligently on planning and implementing work.

- **Livable Oakland Breakout Groups Report Back**

Chair Lenore welcomed the groups back to give a brief overview of each groups worksheets and action plans. Started with Communications Subgroup, Commissioner Garrett provided a overview of their action plan and explained that this group is at the point of contracting. Next was Open Spaces, Dee Rosario a stakeholder in the group gave a overview that the plans for the multi-generational playground is in the works, just have to pick a location and get funding. Next was Health and Wellness, Commissioner Seibert gave an overview of their plans to provide access to better quality food, culturally sensitive food to seniors in Oakland. Also, their plan to implement a Case Management program to assist seniors. Lastly was Housing, Commissioner Beene-Clarke gave an overview on their 2 projects they are pushing forward on, to meet more housing needs for seniors in Oakland.

7. **Adjournment** *Chair Lenore Gunst*
   Chair Lenore gave a brief recap on the work that was done, she thanked everyone for attending.
   Meeting adjourned 12:50pm.

Date and Time of Next Meeting

The next meeting will be held on Wednesday, April 5, 2023, at 10 a.m. in person at City Hall.

Domain: Open Spaces

1. **Domain Priorities?**
    a. Increase outdoor access for seniors by addressing design, safety and transportation
    b. Collaborate with other City Departments to create more senior-friendly outdoor features

2. **How will we achieve these priorities?**
    a. Preservation: engge in community input process for outdoor space renovations to advocate for senior-friendly design
    b. Produce: create accessible open space activities designed to facilitate participation among seniors and persons with disabilities

3. **Project in Development:**

Priority Project Plan	
Project/Action Statement: Create a multi-generational playground design, identify funding and finalize the location	
Current Status Green – moving Yellow – stalling Red – immovable	Green
Critical Partners: Necessary to move forward, including project leads.	Councilmember Carrol Fife, Miracle Playgrounds, AC Transportation Urban and Regional Planning, City of Oakland Capital Improvement Project Coordinator, East Oakland Neighborhood Collaborative, Children's Fairyland, North Oakland/Ashby Village, Downtown Oakland Senior Center, St. Paul's Towers, St. Paul's School, Oakland Parks & Rec Advisory Commission and Foundation, East Bay Regional Parks District, Local Oakland Schools w/out playgrounds, Oakland Public Works, Oakland City Administrator, Oakland Bicycle & Pedestrian Advisory Commission, AC Transportation Commission, CalTrans, Friends of Sausal Creek, Kaiser, Downtown Oakland Rotary Club, Clorox Grants: CalFire
Next Steps: List 3 tangible next steps to accomplish this action	1. Identify full slate of critical stakeholders
	2. Fundraising

	3. Prioritize project with City of Oakland
How will you measure success? 2-3 tangible deliverables/outcomes, for evaluation and engaging community partners.	1. Completed outline of tasks and schedule with milestones
	2. Vetted list of key community stakeholders and funding prospects
	3. Final Draft of fundraising collateral materials
What barriers is the project experiencing, or needs to overcome?	No location finalized. The Director of Parks and Recreation and Human Services positions are both currently in a recruitment process. This leadership barrier will be removed by July 2023.
Timeline: What will you be able to accomplish in the next 12 months?	Develop a detailed process and project timeline Strategize, Prepare, and Engage in comprehensive Fundraising Campaign The Commission recognizes this as a multi-year project that will extend beyond the next 12 months.

Domain: Housing

1. **Domain Priorities?**
   a. Advocate with City leaders to produce affordable housing and equitable solutions to senior homelessness
   b. Improve safety net programs for seniors that protects renters and preserve housing to prevent homelessness

2. **How will we achieve these priorities?**
   a. Advocacy and partnerships with City leadership and relevant Oakland Departments focused on housing, including participation in planning committees and public meetings
   b. Develop home repair resources for seniors to make accessibility and environmental health improvements

3. **Project in Development:**

Priority Project Plan	
Project/Action Statement: The City of Oakland will assist seniors to preserve their existing housing by identifying and addressing accessibility and environmental health issues in their homes	
Current Status Green – moving Yellow – stalling Red – immovable	This Pilot Project is Yellow because we need to secure funding. The second priority in this domain of creating a housing assessment will be a powerful tool to remove a stall or immovable status.
Critical Partners: Necessary to move forward, including project leads.	Rebuild Together, City of Oakland Community Housing, Oakland Senior Centers
Next Steps: List 3 tangible next steps to accomplish this action	1. Conduct Assessments to assess the support, the accessibility, and environmental amenities and services older adults need to live safely and independently in their home.
	2. Employ two (2) Roving Case Managers stationed at Oakland Senior Centers to each provide resources, referrals and conduct needs assessments to a caseload of 100 clients. Information and Referral staff located at each of the senior centers will also provide support to seniors at the center and help link them to a case manager for more support. This work is funded by a Congressional Grant sponsored by Barbara Lee.

	3. Employ Occupational Therapists (through existing grant secured by Rebuilding Together) to accompany the roving Case Managers to conduct environmental assessments.
How will you measure success? 2-3 tangible deliverables/outcomes, for evaluation and engaging community partners.	1. A combination of achieving the goals in the Scope of Work with a survey of all participants to capture their feedback and perspective on their livability needs.
	2. Develop a comprehensive list that reflects the resources, supports and services that older adults need to ensure they are able to live safely and independently.
	3. Advocate for changes and improvements in city housing codes based on the identified patterns and solutions from collected data.
What barriers is the project experiencing, or needs to overcome?	o Funding limitations affect the ability to serve a sizeable sample size of 100 older adults over two (2) years to demonstrate the effectiveness of the pilot. o This pilot is to be inclusive of all housing types and property owners may not be receptive to these assessments since they may identify expensive fixes.
Timeline: What will you be able to accomplish in the next 12 months?	All needed staff to conduct assessments hired and 50 of the 100 clients assessed and surveyed. Completion of minor repairs. Large home repairs documented and assessed for any common patterns. Possible expansion or change in delivery model based on client and collaborative agency feedback.

Domain: Housing (part 2)

1. **Domain Priorities?**
   a. Assess & improve ability to connect people to housing and supportive services, focusing on housing stability
   b. Improved systems navigation for seniors

2. **How will we achieve these priorities?**
   a. Create an assessment tool
   b. Gather data from a diverse sampling of agencies and organizations

3. **Project in Development:**

Priority Project Plan	
Project/Action Statement: Create a housing needs assessment on the housing opportunities, support and resources that meet the needs of older adults in Oakland.	
Current Status Green – moving Yellow – stalling Red – immovable	Green
Critical Partners: Necessary to move forward, including project leads.	Rebuilding Together Oakland (existing housing), Oakland Dept. of Aging, East Bay Housing Org, Planning Dept., IHSS, East Oakland Collective (unhoused), SAHA, CEI, St. Mary's Center, HumanGood, Everyone Home, Home Match, Eden Housing, RCD, Habitat for Humanity, Office of Homeless Care and Coordination / Housing Services, Meals on Wheels, Spectrum, At Home with Growing Old (located in Berkeley but also works in Oakland), Housing Department, BOSS, Empowered Aging, EBALDC, ECHO, Bridge, Oakland Spur,
Next Steps: List 3 tangible next steps to accomplish this action	4. Curate a list of agencies and organizations focused on homeless prevention, various housing types (board & care, affordable housing, assisted living, shared housing, homeless prevention & support)
	5. Established Monthly Sub-committee Meetings to start working on a 6-month research and data collection project. (4th Tuesday of the month)
	6. This project will take a non-traditional approach. It will include data and research collection. However, in order for us to learn how to we implement impactful changes we need to hear

	directly from our older adults. There will be focus groups with older adults from various communities across Oakland.
How will you measure success? 2-3 tangible deliverables/outcomes, for evaluation and engaging community partners.	4. Gather feedback from stakeholders such as Housing Department and data contributing agencies/organizations
	5. Qualitative feedback from older adults that participate in any focus groups as we gather information to learn more about their housing status and needs.
What barriers is the project experiencing, or needs to overcome?	gaps in data, Unidentified agencies/organizations, agencies and organizations that we do not have access to for data (for profit, government, non-profit), capacity and time
Timeline: What will you be able to accomplish in the next 12 months?	Within the next 12 months, the sub-committee will be able to complete their research and data collection. Focus groups will have taken place with the selected groups and draft report will be complete.

Domain: COMMUNICATIONS

1. **Domain Priorities?**
   a. Create a centralized source of information and communication for seniors
   b. Information distributed in various formats and languages

2. **How will we achieve these priorities?**
   a. Advocate elected officials to provide budgeted City funding
   b. Work with community partner(s) to build and market the data resource platform

3. **Project in Development:**

Priority Project Plan	
Project/Action Statement: Build a communication platform to provide information and other resources for Oakland seniors.	
Current Status Green – moving Yellow – stalling Red – immovable	This project is currently yellow with a projection to move to green no later than July 1, 2023. The primary risk of turning red would be a combined denial of the budget request and a freeze on Sugar Sweetened Beverage funds.
Critical Partners: Necessary to move forward, including project leads.	Eden I&R, Four City of Oakland operated Senior Centers, Unity Council's Fruitvale senior center, Family Bridges Senior Center, St. Mary's senior center, SOS Meals on Wheels, Affordable Senior Housing Partners, North Oakland Village, both Vietnamese Community Centers, and City of Oakland Emergency Management.
Next Steps: List 3 tangible next steps to accomplish this action	1. Meet with one additional council member to educate about the pilot program (April 2023).
	2. Eden I&R to define data warehouse, hire staff, populate existing data (June-December 2023).
	3. Develop plan and test the platform with a City of Oakland senior center, Unity Council Senior Center and one other entity (Q1 2024).

How will you measure success? 2-3 tangible deliverables/outcomes, for evaluation and engaging community partners.	1. Council or Sugar Sweeten Beverage Tax funds the project and City of Oakland systems complete the contracting process.
	2. Seniors testing the platform in 2024 will respond to a short survey such as "Was the information you requested clear and helpful?" or something similar.
	3. Usage of system during an emergency impacting seniors.
What barriers is the project experiencing, or needs to overcome?	o Funding: There is an active Council Budget request for the 2023/24 cycle. If this request is unsuccessful, Sugar Sweeten Beverage Tax funds may be used starting July 1, 2023. o RFP Process: To avoid a lengthy RFP/RFQ process the Communication Committee will used Government Cooperative Bidding to satisfy this requirement because Eden I&R has contracts with other Alameda County government agencies. o Contracting: Contract compliance is currently in a reorganization so we do not know, in the short-run, if this will improve or delay the contracting process.
Timeline: What will you be able to accomplish in the next 12 months?	The system will be running, and the Commission will have initial end user data.

Domain: Health & Wellness, Food Security

1. **Domain Priorities?**
   a. Advocate for wrap around health services that will support senior wellness to age in place
   b. Create a resource tool for common senior maladies.

2. **How will we achieve these priorities?**
   a. Increase the number and scope of case management services available to Oakland Seniors
   b. Develop and distribute a resource guide for seniors to provide connections to providers and services

3. **Project in Development:**

Priority Project Plan	
Project/Action Statement: Increase the number of Case Managers available to seniors, supported by resource guides at the senior centers and other community locations	
Current Status Green – moving Yellow – stalling Red – immovable	Green: Case Managers are currently in the hiring process. Resource guides have been distributed to Senior Centers.
Critical Partners: Necessary to move forward, including project leads.	Senior Centers, Oakland Human Resources KTOP: Promotion of initiative so seniors know about the availability of this program, as well as others, such as My Senior Center.
Next Steps: List 3 tangible next steps to accomplish this action	1. Case managers are hired, trained to work in a MediCal billing CM strategy, and subsequently assigned to Oakland Senior Centers.
	2. Change the effective use of the Senior Centers to provide more navigational support change from membership based to needs based activities and resources for the senior population
	3. Train Center Managers to understand wrap around services. For example: including disability and bi-lingual supports, as well as Diversity, Equity, Inclusion, and Belonging orientation.

How will you measure success? 2-3 tangible deliverables/outcomes, for evaluation and engaging community partners.	1. Complete training of Case Managers as well as training internal stakeholder staff so there is a shared internal language around senior mental health and other relevant subjects.
	2. Case Managers will have at least 25 active cases.
	3.
What barriers is the project experiencing, or needs to overcome?	o Delays in the hiring due to Human Resources gaps in staffing and internal processes o Community needs may exceed bandwidth or capacity of staff capacity o Oakland policy decisions around hiring and budget
Timeline: What will you be able to accomplish in the next 12 months?	o Onboarding and training of Aging service staff who directly provide Case Management or who have a high level of direct contact with seniors, such as Senior Center Directors. o Promote services through KTOP and other communication portals. o Case Managers carry at least 25 active cases with a focus on Mental Health supports.

Domain: Health & Wellness, Food Security (part 2)

1. **Domain Priorities?**
   a. Close food availability gaps throughout Oakland
   b. Improve Congregate Lunches (Meals) at Senior Centers

2. **How will we achieve these priorities?**
   a. Adequate and Consistent food security funding
   b. Offer diverse, culturally appropriate meals for seniors

3. **Project in Development:**

Priority Project Plan	
Project/Action Statement: Increase the number and quality of nutritious food distributions offered to seniors	
Current Status Green – moving Yellow – stalling Red – immovable	Yellow: An informed decision about the methodology needs to be determined: • Restaurant Ordered Meals from multiple vendors. • Internally Prepared Meals (collaboration with a food preparing or food recovery agencies). • Other options.
Critical Partners: Necessary to move forward, including project leads.	Local meal providers, City of Oakland Purchasing, Oakland Senior Centers. Senior Center Advisory Council members and Commission on Aging representatives must have an opportunity to taste and approve the vendor(s) for this project. Assets and Human Resources for staffing supports.
Next Steps: List 3 tangible next steps to accomplish this action	1. Determine the preparation and delivery methodology.
	2. Create an RFP/RFQ to solicit for meal providers.
	3. Contract meal providers.
How will you measure	1. Seniors will make meal provider choices based on their written response, budget, and food taste

success? 2-3 tangible deliverables/outcomes, for evaluation and engaging community partners.	from multiple Oakland agencies.
	2. City staff will develop contracts with agencies needed to operationalize the meal program.
	3. Positive evaluation from seniors receiving meals.
What barriers is the project experiencing, or needs to overcome?	o Contracting requirements o Meal providers responding o Cost of a sustainable meal program o Consistent additional staffing dedicated to the food program
Timeline: What will you be able to accomplish in the next 12 months?	Senior meal options will be available at all four senior centers with supplemental staff provided through Assets or volunteer staff.

OLDER AMERICANS MONTH

Aging UNBOUND

Presented by the
Mayor's Commission on Aging
and Aging & Adult Services

Wednesday, May 3, 2023

10:00am – 2:00pm

150 Frank H. Ogawa Plaza | 14th St at Broadway

SCAN ME FOR MORE INFORMATION OR TO RSVP

Please join us, as we celebrate Older Americans Month!
Community members 55+ contact your local City of Oakland Senior Center by **Wednesday, April 19, 2023** to RSVP for a **FREE** lunch (pick up required by 1pm) and/or bus transportation.

RSVP online or by phone:

Oaklandca.gov/mcoa (Registration opens April 3, 2023)

East: (510) 615-5731 | North: (510) 597-5085

Do you need an ASL, Cantonese, Mandarin or Spanish interpreter or other assistance to participate? Please email smeans@oaklandca.gov or call (510) 318-2890 five days in advance.