



**TOWN OF LOS GATOS  
COMMUNITY HEALTH AND SENIOR SERVICES COMMISSION  
REGULAR MEETING  
NOVEMBER 22, 2022  
TELECONFERENCE  
5:00 P.M.**

*Dick Konrad, Chair  
George Rossmann, Vice Chair  
Jeffrey P. Blum, Commissioner  
Maia Bernholz, Youth Commissioner  
Elanor Yick, Commissioner  
Pradeep Khanal – Commissioner  
Commissioner – Vacant*

**IMPORTANT NOTICE**

This meeting is being conducted utilizing teleconferencing and electronic means consistent with Government Code Section 54953, as Amended by Assembly Bill 361, in response to the state of emergency relating to COVID-19 and enabling teleconferencing accommodations by suspending or waiving specified provisions in the Ralph M. Brown Act (Government Code § 54950 et seq.). Consistent with AB 361 and Town of Los Gatos Resolution 2021-044 this meeting will not be physically open to the public and the Council and/or Commissioners will be teleconferencing from remote locations. Members of the public can only participate in the meeting by joining the Zoom webinar (log in information provided below).

**PARTICIPATION**

To provide oral comments in real-time during the meeting:

- **Zoom Webinar.** Join from a PC, Mac, iPad, iPhone or Android device:  
Please click this URL to join. <https://losgatosca.gov.zoom.us/j/86278382943?pwd=bzNqelp3U29oNUc4Y2JRajFvdkE1QT09>  
Passcode: 541468
- Join by telephone. Dial: USA 888 398 2342 US Toll-free or USA 215 861 0674 US Toll  
Conference code: 589749

During the meeting:

- When the Chair announces the item for which you wish to speak, click the “raise hand” feature in Zoom. If you are participating by phone on the Zoom app, press \*9 on your telephone keypad to raise your hand. If you are participating by calling in, press #2 on your telephone keypad to raise your hand.
- When called to speak, please limit your comments to three (3) minutes, or such other time as the Chair may decide, consistent with the time limit for speakers at a Council meeting.

If you are unable to participate in real-time, you may send an email to [Clerk@losgatosca.gov](mailto:Clerk@losgatosca.gov) with the subject line “Public Comment Item #\_\_” (insert the item number relevant to your comment) or “Verbal Communications – Non Agenda Item.” Comments will be reviewed and distributed before the meeting if received by 11:00 p.m. on the day of the meeting. All comments received will become part of the record. The Chair has the option to modify this action on items based on comments received.

**TOWN OF LOS GATOS  
COMMUNITY HEALTH AND SENIOR SERVICES COMMISSION  
REGULAR MEETING  
NOVEMBER 22, 2022  
TELECONFERENCE  
5:00 P.M.**

**RULES OF DECORUM AND CIVILITY**

To conduct the business of the community in an effective and efficient manner, please follow the meeting guidelines set forth in the Town Code and State law.

The Town does not tolerate disruptive conduct, which includes but is not limited to:

- addressing the Commission without first being recognized;
- interrupting speakers, Commission or Town staff;
- continuing to speak after the allotted time has expired;
- failing to relinquish the microphone when directed to do so;
- repetitiously addressing the same subject.

Town Policy does not allow speakers to cede their commenting time to another speaker. Disruption of the meeting may result in a violation of Penal Code Section 403.

**REMOTE LOCATION PARTICIPANTS**

The following Commission Members are listed to permit them to appear electronically or telephonically at the Community Health and Senior Services Commission meeting: *Commissioner Rossmann, Commissioner Blum, Commissioner Konrad, Commissioner Yick, Youth Commissioner Bernholz, and Commissioner Khanal.* All votes during the teleconferencing session will be conducted by roll call vote.

**MEETING CALL TO ORDER**

**ROLL CALL**

**COMMISSIONER REPORTS**

**CONSENT ITEMS (TO BE ACTED UPON BY A SINGLE MOTION)**

1. Approve Community and Senior Services Commission Minutes of October 25, 2022 (Attachment 1)

**VERBAL COMMUNICATIONS** *(Members of the public may address the Community Health and Senior Services Commission on any matter that is not listed on the agenda consistent with the Participation instructions contained on page 1 of this agenda. Unless additional time is authorized by the Community and Senior Services Commission, remarks shall be limited to three minutes.)*

**OTHER BUSINESS** *(Up to three minutes may be allotted to each speaker on any of the following items consistent with the Participation instructions contained on page 1 of this agenda.)*

2. American Rescue Plan Act (ARPA) Grant Recipient Presentations
  - a. Saratoga Area Senior Coordinating Council (SASCC)
  - b. KCAT
3. CHSSC Goal/Task/Activities Update – Attachment 2
  - a. Discuss CHSSC 2022 Goals and Accomplishments – Attachment 3
4. Selection of Chair and Vice Chair – Attachment 4
5. Staff Liaison Report
  - a. Updates from CHSSC partners
  - b. Update from staff liaison

## **ADJOURNMENT**

***IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT THE CLERK DEPARTMENT AT (408) 354-6834. NOTIFICATION 48 HOURS BEFORE THE MEETING WILL ENABLE THE TOWN TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY TO THIS MEETING [28 CFR §35.102-35.104]***

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**DRAFT**  
**Minutes of the Community Health and Senior Services Meeting**  
**October 25, 2022**

The Community Health and Senior Services Commission conducted a regular meeting utilizing teleconference and electronic means consistent with Government Code Section 54953, as Amended by Assembly Bill 361, in response to the state of emergency relating to COVID-19 and enabling teleconferencing accommodations by suspending or waiving specified provisions in the Ralph M. Brown Act (Government Code § 54950 et seq.) and Town of Los Gatos Resolution 2021-044 on Tuesday, October 25, 2022, at 5:03 p.m.

**MEETING CALLED TO ORDER 5:03 P.M.**

**ROLL CALL**

Present: Commissioner Yick, Commissioner Blum, Youth Commissioner Bernholz, and Chair Konrad.

Absent: Vice Chair Rossmann and Commissioner Khanal

Also Present: Liaison Andrews

**COMMISSIONER REPORTS**

- Commissioner Konrad attended multiple Senior Committee roadmap subcommittee meetings, met with Commissioner Rossmann, and Town Council candidate Stump.
- Commissioner Blum shared that he penned several articles for the Los Gatan regarding the Commission, met with the former Palo Alto Mayor to discuss mental health issues, participated in the Senior Services Committee.
- Commissioner Yick participated in several HUB meetings, met with the volunteer Senior Committee subcommittee, submitted an article for the Outlook.
- Commissioner Bernholz shared that the Youth Commission is working on an electric bike Ordinance.

**CONSENT ITEMS (TO BE ACTED UPON BY A SINGLE MOTION)**

1. Approve Community and Senior Services Commission Minutes of September 27, 2022.

Commissioner Blum provided a correction to page 2 paragraph 4 “then” instead of “than”.

**MOTION: Motion by Commissioner Yick to approve consent items 1 as corrected. Seconded by Commissioner Blum.**

**VOTE: Motion passed unanimously.**

**VERBAL COMMUNICATIONS**

None

**OTHER BUSINESS**

2. American Rescue Plan Act (ARPA) Grant Recipient Presentations
  - a. LGS Recreation 55+

Lisanne Kennedy presented updates to ARPA funding for the LGS Rec 55+ program through August 31, 2022. Highlights of the presentation included updates on enhanced/increased programming, increased 55+ registrations, and the evolution of the HUB. Ms. Kennedy shared that without additional funding continuation of senior services at the current scale is unsustainable.

Commissioners asked questions and received responses.

3. Discuss ARPA Recipient Council Oversight Report

Chair Konrad discussed the structure of the ARPA funding report to be delivered to Council. Commissioners discussed the item. Liaison Andrews explained how he can help facilitate the development of the report.

4. CHSSC Goal/Task/Activities Update – Attachment 2
  - a. Discuss CHSSC Goals

Commissioners had no updates.

5. Discuss Senior Committee Schedule

Chair Konrad discussed the Committee schedule and the subcommittees.

Opened Public Comment

Nancy Rollett LGS Rec Director inquired about appropriate timing of submitting proposals to Council.

Closed Public Comment

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SUBJECT: Draft Minutes of the Community Health and Senior Services Commission  
Meeting of October 25, 2022

DATE: November 15, 2022

6. Staff Liaison Report

- a. Updates from CHSSC partners - None
- b. Update from staff liaison – Liaison Andrews addressed what type of organizations would be considered CHSSC partners.

**ADJOURNMENT**

The meeting adjourned at 5:59 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the October 25, 2022 meeting as approved by the Community Health and Senior Services Commission.

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Arn Andrews, Assistant Town Manager

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## ADOPTED CHSSC 2022 GOALS & TASKS

<p>2. CONTINUE ADVANCING THE GOALS OF THE LOS GATOS AGE FRIENDLY INITIATIVE</p> <ul style="list-style-type: none"> <li>• Social events</li> <li>• Emergency preparedness training</li> <li>• Infographic for senior services</li> <li>• Additional senior transportation</li> </ul>	<p>A. Provide inputs to the senior committee on ongoing activities and ideas to enhance their goals.</p> <p>B. Foster the development of a central hub of information for seniors on public health issues, services, programs, and social activities .</p>		<p>Konrad/Mathur</p> <p>Yick/Konrad</p>
<p>3. CONTINUE TO FORM MUTUALLY BENEFICIAL COALITIONS WITH OTHER SERVICE PROVIDERS/ORGANIZATIONS</p>	<p>A. Continue to participate in state and county activities and capitalize on any initiative related to our goals.</p> <p>B. Promote and support the development of senior housing.</p> <p>C. Continue to work with service clubs to recruit volunteers for service providers.</p> <p>D. encourage new activities for seniors through 55 plus.</p> <p>E. Participate in senior drive throughs.</p>		<p>Rossmann</p> <p>Konrad</p> <p>Konrad/Blum</p> <p>Yick</p> <p>Konrad/Rossmann</p>

## ADOPTED CHSSC 2022 GOALS & TASKS

	<p>F. Maintain a position on sourcewise for the town and solicit local residents to apply for the open county district 1 position.</p>		Rossmann
<p>4. IMPROVE AWARENESS OF CHSSC GOALS AND ACTIVITIES VIA INCREASED PUBLIC OUTREACH</p>	<p>A. Annually report our activities and findings to the town council.</p> <p>B. Participate in local fairs and events.</p> <p>C. Use KCAT to promote the goals of the commission and support senior access and involvement.</p> <p>D. Solicit new members to fill the commission roster.</p> <p>E. Publicize the commission in the Outlook (meetings, goals, need for members), other local papers, and social media sites</p> <p><del>F. Write articles on community health and senior services in local publications.</del></p>		<p>Commission/Chair</p> <p>Commission</p> <p>Yick/Blum</p> <p>Commission</p> <p>Yick/Blum</p>
<p>5. PARTICIPATE IN ANNUAL COMMUNITY GRANT PROCESS</p>	<p>A. Review applications for one time grants, innovation grants, and sustaining grants.</p> <p>B. Perform an assessment of the sustaining grant applications.</p>		<p>Yick/Konrad</p> <p>Rossmann/Mathur</p>

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Draft Report From Chair Konrad  
Calendar Year 2022 Accomplishments

In addition to the goals and tasks set at the beginning of the calendar year the Commission was asked to monitor the use of ARPA funding and report on the use of funds and the results achieved. All recipients reported in detail in second quarter meetings of the Commission. At our October meeting LGS Recreation (55 plus) presented their anticipated use of all funds granted. All funds were expected to be used in 2022. Their results and achievements far exceeded pre-Covid actual results. The full report is available in the Agenda for the October Commission meeting. At our November Commission meeting SASCC and KCAT presented their use of ARPA funds and achievements for use of all funds in 2022. Both had good results. The full reports are available in the Agenda for the November Commission meeting. Overall the use of funds has generated a high level of enthusiasm on the community for Senior Services.

The lack of additional funding as ARPA funds are fully deployed in 2022 could cause 55 plus to return service to prior contracted levels with the Town. HUB maintenance and further development could be impaired. The lack of further funding for KCAT could cause them to reduce the scope of their Senior Programs. SASCC has agreed to continue their cooperation on the Outlook. There are no funds for Health Fair or Drive throughs in 2023. We need all ARPA recipients to define the actual consequences going into 2023.

The Commission will address the tasks that were detailed in our 2022 plan

- A separate complete report on mental health has been prepared to submit to the Council. A presentation was made at the Service Providers meeting on mental health. It was well-received and as a result Marico Sayoc has agreed to champion a project to coordinate and improve mental health service in the local community. Commissioners met with our County Commissioner to seek help for improving mental health services.
- We participated in the planning of the Community Health Fair emphasizing mental health with SASCC and encouraged the Chamber of Commerce, the Youth Commission and 55 plus to participate. We staffed a Booth at the Fair and spoke at the ceremonies.
- Public health information is now widely available through 55 plus and the Town website on the HUB.
- Many articles have been written by Commissioners in the Outlook and the Los Gatos. The articles publicized the Commission.
- Commissioners attended Senior Committee meetings and provided ideas to enhance their goals. A commissioner was a member of the Road map planning of the Senior Committee. Now as originally advocated all Commission members will be on the Senior Committee.
- A major project for the Commission was the HUB where all relevant information for Seniors would be easily available on a website. Led by commissioners and staffed by 55 plus it has been completed. We encourage everyone to visit the HUB which is available through 55 plus or the Town website.
- Commissioners participated in government activities to further our goals. Commissioner Rossman is a member of Sourcewise and Commissioner Konrad has applied for membership. Commissioners have met with our County Commissioner.

- Commissioners have monitored the Planning Commission and the Housing Authority Meetings to promote Senior Housing opportunities.
- Commissioners have worked with Service Clubs to provide volunteers for Drive through events. Service Clubs are now attempting to coordinate efforts to provide volunteers.
- Commissioners have lead efforts to develop the HUB and have suggested the development of a 55 plus volunteer effort and activities like Bocce Ball.
- Commissioners were volunteers for Senior Drive throughs and staffed Booths at Spring into Green and the Community Health Fair.
- There has been active involvement by Seniors in KCAT. We are just beginning to use KCAT to promote Senior Goals.
- The Commission is short one member and there is at least one person who has applied to fill the open slot.
- Commissioners have reviewed applications for one-time grants, innovations grants and sustaining grants. See attached summary of grants.
- Commissioners have accessed sustaining grant applications. See attached.
- Although not in our goals a commissioner met with Adult Dave Care officials to encourage resumption of services.

#### Community Grant Program Summary

23 applications for One-time Community Grants for Non-profits for a new program for initiative. This year, some of the top-ranking proposals had smaller budgetary asks which allowed the Town to fund eleven proposals instead of ten. The proposals that will receive funding are:

- Los Gatos Music and Arts for the program "Jazz Masterclass or Youth with Chris Brubeck"
- Friends of the Los Gatos Library for the program "Weekend Readers' Theatre for High School Students"
- Los Gatos Public Media for the program "KCAT Youth and Teen Scholarship Program"
- Bay Area Housing for the program "Making Homes Work/Una Casa Mas in Los Gatos"
- Youth Theater Alliance for the program "Stars Off Stage"
- Los Gatos Museum Association for the program "NUMU Teen Council Internship Program"
- AWO for the program "Stories in Schools for Los Gatos"
- Jewish Silicon Valley for the program "Film Screening of Where is Anne Frank and discussion with film's director"
- Los Gatos United Methodist Church for the program "Essential Showers for the Unhoused in Los Gatos"

- Lousie Van Meter Project Cornerstone for the program "Classroom and Volunteer Support"
- NAMI Santa Clara County for the program "Ending the Silence"

Four organizations eligible for Two-year Sustaining Grants all submitted applications and will be awarded funding:

- Live Oak Senior Nutrition & Service Center for the program "Senior Lunch Program"
- Counseling and Support Services to Youth for the program "Mental Health Counseling for Los Gatos Students"
- West Valley Community Services for the program "Community Access to Education and Resources (CARE)"
- Next Door Solutions to Domestic Violence for the program "Support Services for Survivors of Domestic Violence"

Assessments of Two-Year Sustaining Grants - Year #1, FY 2022 Author - George Rossmann

October 14, 2022

#1- Next Door Solutions to Domestic Violence: \$10,000 over two years

In its original and current applications, Next Door proposed to serve 20 Los Gatos residents out of a program projected to serve 1,809 adults. In FY 2020 it served 51 residents and continues to expand its services. It received additional funding in the amount of \$35,000 from COVID relief funds during FY 2021.

#2 - West Valley Community Services: \$40,000 over two years

In its original application, WVCS through its CARE program had a target of 166 new individuals served from Los Gatos. It met or exceeded its program goals. Its follow-on application has a target of 150. The total CARE budget is \$320,000, with support from El Camino Hospital and Santa Clara County.

#3 - Counseling and Support Services for Youth: \$20,000 over two years

Its original application projected that it would serve over 20% of the students in Los Gatos. It held 2744 individual and group therapy sessions in the LGS Union HS District and 259 students were directly impacted. It has made a major expansion in the Ravenswood District and its program budget in Los Gatos has grown from \$330,000 to \$693,000. It is supported by the Lions, the Rotary, and El Camino Hospital.

#4 - Live Oak Nutrition Center - \$44,000 over two years

In its original application, 100% of the grant was for luncheon meals for seniors and approximately 90 would be served per day. Attendance has doubled over the last two years indicating that this goal has been significantly exceeded. The Center will be receiving an additional \$25,000 in ARPA funding.





**TOWN OF LOS GATOS**  
**COMMUNITY HEALTH AND SENIOR**  
**SERVICE REPORT**

MEETING DATE: 11/22/2022

ITEM NO: 4

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DATE: November 17, 2022  
TO: Community Health and Senior Service Commission  
FROM: Arn Andrews, Commission Liaison  
SUBJECT: Discussion and Selection of Chair and Vice Chair

**DISCUSSION:**

The Community Health and Senior Service Commission (CHSSC) enabling Resolution states the following:

“ The Commission shall appoint and prescribe the term of office for its Chair and Vice Chair.”

In addition, the Town of Los Gatos Commissioners Handbook includes the following guidance under the Board, Commission, and Committee Roles and Responsibilities section:

**Role of the Chair and the Vice Chair**

Commissions generally rotate the position of Chair and Vice Chair each year. Frequently the position is based on seniority, but that is not a mandatory criterion. The willingness and ability of an individual to serve as the Chair or Vice Chair should be taken into consideration. The additional responsibilities of serving as Chair and Vice Chair may take extra time.

**Responsibilities of the Chair:**

- Preside at all official meetings of the Commission.
- Consult with the staff liaison in drafting the meeting agenda.
- Attend Town Council meetings as needed to represent the Commission.
- Sign correspondence on behalf of the Commission.
- Make the public feel welcome at meetings.
- Keep discussions orderly, focused, efficient, impersonal, and fair.

**PREPARED BY:** Arn Andrews  
Assistant Town Manager/Commission Liaison

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PAGE 2 OF 2

SUBJECT: Selection of Chair of Vice Chair

DATE: November 17, 2022

DISCUSSION (continued):

Responsibilities of the Vice Chair are to substitute for the Chair as needed.

The CHSSC last selected their Chair and Vice Chair at the regularly scheduled meeting of November 23, 2021. Chair Konrad and Vice Chair Rossmann were both approved by unanimous vote.