



**TOWN OF LOS GATOS
COMMUNITY HEALTH AND SENIOR SERVICES COMMISSION
SPECIAL MEETING AGENDA
MAY 29, 2025
110 EAST MAIN STREET
TOWN COUNCIL CHAMBERS
4:00 PM**

*Eleanor Yick, Chair
Martha Sterne, Vice Chair
Gregory Gentile, Commissioner
Dick Konrad, Commissioner
George Rossmann, Commissioner
Jeffrey P. Blum, Commissioner
Connor Krawez, Youth Commissioner
Matthew Hudes, Council Liaison*

HOW TO PARTICIPATE

The Town of Los Gatos strongly encourages your active participation in the public process. If you are interested in providing oral comments during the meeting, you must attend in-person, complete a speaker's card, and return it to the staff. If you wish to speak to an item on the agenda, please list the item number on the speaker card. The time allocated to speakers may change to better facilitate the meeting. If you are unable to attend the meeting in-person, you are welcome to submit written comments via email to clerk@losgatosca.gov.

Public Comment During the Meeting:

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 Town meeting.

Speakers at public meetings may be asked to provide their name and to state whether they are a resident of the Town of Los Gatos. Providing this information is not required.

Deadlines to Submit Written Comments:

If you are unable to participate in person, you may email clerk@losgatosca.gov with the subject line "Public Comment Item #_" (insert the item number relevant to your comment). Persons wishing to submit written comments to be included in the materials provided to the Commission must provide the comments as follows:

- For inclusion in the agenda packet: 11:00 a.m. the Friday before the Commission meeting.
- For inclusion in the agenda packet supplemental materials: by 11:00 a.m. the day before the Commission meeting.
- For inclusion in a desk item: 11:00 a.m. the day of the Commission meeting.

CALL MEETING TO ORDER

ROLL CALL

CONSENT ITEMS *(Items appearing on the Consent are considered routine Town business and may be approved by one motion. Members of the public may provide input on any Consent Item(s) when the Chair asks for public comment on the Consent Items.)*

1. Approve Minutes of the April 24, 2025 CHSSC Meeting.

VERBAL COMMUNICATIONS *(Members of the public are welcome to address the Community Health and Senior Services Commission on any matter that is not listed on the agenda and is within the subject matter jurisdiction of the Commission. To ensure all agenda items are heard, this portion of the agenda is limited to 30 minutes. In the event additional speakers were not able to be heard during the initial Verbal Communications portion of the agenda, an additional Verbal Communications will be opened prior to adjournment. Each speaker is limited to three minutes or such time as authorized by the Chair.)*

OTHER BUSINESS *(Up to three minutes may be allotted to each speaker on any of the following items.)*

2. Discuss Commissioner Updates, Including Updates on Goals 1-7 of the Senior Services Roadmap.
3. Discuss Potential Federal Funding Impacts on Senior Services.

ADJOURNMENT

ADA NOTICE In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Clerk's Office at (408) 354-6834. Notification at least two (2) business days prior to the meeting date will enable the Town to make reasonable arrangements to ensure accessibility to this meeting [28 CFR §35.102-35.104].

NOTE The ADA access ramp to the Town Council Chambers is under construction and will be inaccessible through June 2025. Persons who require the use of that ramp to attend meetings are requested to contact the Clerk's Office at least two (2) business days prior to the meeting date.

NOTICE REGARDING SUPPLEMENTAL MATERIALS Materials related to an item on this agenda submitted to the Commission after initial distribution of the agenda packets are available for public inspection in the Clerk's Office at Town Hall, 110 E. Main Street, Los Gatos and on Town's website at www.losgatosca.gov. Commission agendas and related materials can be viewed online at <https://losgatos-ca.municodemeetings.com/>.



TOWN OF LOS GATOS

COMMUNITY HEALTH AND SENIOR SERVICES COMMISSION AGENDA REPORT

MEETING DATE: 05/29/2025

ITEM NO: 1

DRAFT

Minutes of the Community Health and Senior Services Meeting April 24, 2025

MEETING CALLED TO ORDER AT APPROXIMATELY 4:00 P.M.

ROLL CALL

Present: Chair Yick, Vice Chair Sterne, Commissioner Blum, Commissioner Gentile, Commissioner Konrad, Commissioner Rossmann, Youth Commissioner Krawez, Council Liaison Hudes

Absent: Commissioner Sterne

Staff Present: Assistant Town Manager Katy Nomura, and Senior Services Coordinator Leif Christiansen.

CONSENT ITEMS

1. Approve the Minutes of the March 27, 2025 Meeting.

The following changes to the minutes were noted:

In Items 3 and 7, the name 'Rossmann' was noted to be misspelled in the recorded motions.

MOTION: Motion by Commissioner Konrad to approve the minutes of March 27, 2025.
Seconded by Commissioner Blum.

VOTE: Motion passed unanimously.

VERBAL COMMUNICATIONS

Opened public comment.

No one spoke.

Closed public comment.

OTHER BUSINESS

2. Approve Using the CHSSC Budget for the Registration Fee for the May 17 55+ Resource Fair.

The Commission discussed the item.

Opened public comment.

No one spoke.

Closed public comment.

MOTION: **Motion** by **Chair Yick** to authorize to use money from CHSSC budget to pay for registration fee for Los Gatos-Saratoga Recreation 55+ resource fair on May 17.
Seconded by **Commissioner Gentile**.

VOTE: **Motion passed unanimously.**

3. Receive an Update on Outreach and Engagement.

Senior Service Coordinator provided a staff report.

The Commission discussed the item.

Opened public comment.

No one spoke.

Closed public comment.

Item #6 moved up before Item #4.

6. Discuss Changing May 22nd CHSSC Meeting Date.

The Commission discussed the item and changed the date to May 29 at 4:00 p.m.

Opened public comment.

No one spoke.

Closed public comment.

4. Discuss Commissioner Updates, Including Updates on Goals 1-7 of the Senior Services Roadmap.

The Commission discussed the item.

Opened public comment.

No one spoke.

Closed public comment.

5. Discuss Annual Report - Mid-Year Update.

The Commission discussed the item.

Opened public comment.

No one spoke.

Closed public comment.

ADJOURNMENT:

The meeting adjourned at 5:27 p.m.

Respectfully Submitted:

Leif Christiansen, Senior Service Coordinator

From:
To: [Katy Nomura](#); [Leif Christiansen](#)
Subject: Update re: Goal One
Date: Friday, May 16, 2025 11:05:48 AM
Attachments: [Community Health and Senior Services Commission.docx](#)

[EXTERNAL SENDER]

Dear Katy and Leif:

See attached.

Jeffrey P. Blum, Attorney at Law

This email message is for the sole use of the intended recipient(s) and it may contain confidential and privileged information. Any unauthorized review, use, disclosure or distribution of this email message is prohibited. If you are not the intended recipient, please contact the sender by reply email to inform him and please destroy the original and all copies of the original message.

Community Health and Senior Services Commission

Update on Goal 1 of the Senior Services Road Map for Los Gatos for 5/29/2025 meeting

Goal 1: Appealing and Inviting Facility; An intergenerational offering of space for meetings, clubs, community events, recreational, cultural, educational, learning, health education and informational services.

Los Gatos Thrives has established a fund-raising committee. I am a member of this committee.

The fund-raising committee is considering a variety of options for funding the construction of a new facility, including a bond, grants, donor contributions, endowments, etc. We are contacting other towns and cities, such as Burlingame, which recently completed the construction of a new community center, to learn about how they approached their project. We are also considering hiring a capital campaign consultant and we are developing annual targets.

Los Gatos Thrives also has a communications committee. I am also a member of this committee. I recently wrote and had published an article discussing the history of the community center construction concept and promoting the project currently.

Another Los Gatos Thrives committee is investigating potential sites for a new community center.

Los Gatos Thrives continues to offer its monthly Monday Morning Movie at the Los Gatos Theater, during which patrons can see a first run movie and receive a pastry and coffee, for \$10. The idea of this program is to promote the community center project and bring older adults together for socialization. Turnout has been robust, averaging close to 100 per showing. The next movie is Mission Impossible-The Final Reckoning, set for showing the first Monday in June.

On June 1st, Los Gatos Thrives will hold an unveiling of renderings of the proposed community center. This event will be held beginning at 5 p.m. at the Terraces. Tickets are available at the Los Gatos Thrives website. Tickets are limited.

From: [Eleanor Yick](#)
To: [Leif Christiansen](#)
Subject: Re: updated Goal 3??????
Date: Thursday, May 22, 2025 2:31:41 PM
Attachments: [CHSSC Mid Year Update Goal 3.2.docx](#)

[EXTERNAL SENDER]

Pls use the Aattached version(3.2) that has most of the data I wanted to enter. But, I will send an addendum for a desk item tomorrow. Eleanor

MAY 17, 2025

TO: Katy Nomura
Leif Christiansen
FROM: Eleanor Yick
RE: CHSSC Agenda 5.29.25
Goal 3 Fiscal Mid-Year Update

Goal 3:Community and Engagement

The first year activities under this goal area states: provide older adults ways to easily learn information about available services and resources. Increase engagement in social, educational, and healthy living programs. Promote volunteerism . Establish measurable goals.

A. Continued progress noted in Goal 3 Goal Areas:

*** LGSrec 55+ program**

- Membership = >850
- Monthly Print: 3500 Printed Copies of the Newsletter Annual Version (shared digitally with all members monthly via email)
- Telephone calls = >3000 annual calls to the 55+ Office alone (this does not include calls that go directly to front desk, Lisanne, Jackie, or Brooke)

B.LGSRec55+ Facility :

- Enjoyed usage of updated facilities:
- Welcoming lobby area is staffed by friendly, helpful staff person.
- Large ground floor room with room divider provides much needed space and flexibility for scheduling ; divider presents some difficulty using
- Two (2) handicap accessible bathrooms
- The electronic cart is not at the facility. 55+ program awaiting further direction from the Town.

C. Continued updating and use of HUB, website and telephone:

- HUB was recently updated and many new links added
- Number of monthly clicks: >450 per month
- 55+ Webpage: 24,000 annual visits

D. Areas of Focus -Fiscal Year July1, 2024 -June 30, 2025 – last half

Project C1: Information HUB Development and Deployment

The Goal Area 3 Task Force identified 3 specific areas of focus for 25-26 fiscal year:

1. Incorporate video tutorials in to Hub – **in process – initial start to determine interest and needs**
2. Use digital inclusion initiative to teach people how to access information on HUB, use QR codes – **in process – investigating grants, etc.**
3. Use KCAT to advertise and to help develop videos for the HUB
Meeting with Director revealed that advertising for the various programs has been hindered by lack of resources – volunteer needed to help produce newsletter and post social media tags. **Continue focus to address this need and work to increase connection between 55+ program and KCAT.**

From: [Martha Sterne](#)
To: [Katy Nomura](#)
Cc: [Leif Christiansen](#)
Subject: Mid-year CHSSC goal update: Volunteer enablement
Date: Monday, May 19, 2025 3:13:02 PM

[EXTERNAL SENDER]

Katy,
Here is the update regarding Goal 4.

2025 Mid-year update

Goal 4. Volunteer Support and Engagement - submitted by Commissioner Sterne

- Based on the goals outlined in the Senior Services Roadmap, advocated to the CHSSC and subsequently Town Council for the creation of a funded Senior Services Coordinator position. Thanks to the Town Council and Staff, Los Gatos now has a part-time Senior Services Coordinator as of February 2025.
- Continued to seek ways to bridge the gap between service organizations seeking volunteers and older adults looking to volunteer.
- Organized CHSSC participation in the Los Gatos Resource Fair for Older Adults, May 17, with the objective of informing attendees about the role of the CHSSC and the online resource, The HUB, where information about many services can be found.

Sincerely,
Martha Sterne

From: [Richard Konrad](#)
To: [Katy Nomura](#)
Subject: Goal 5 Report
Date: Tuesday, May 20, 2025 11:43:59 AM

[EXTERNAL SENDER]

The monthly VTA Ride to help Seniors learn how to use public transportation has been very successful. The Transportation Commission has agreed to Agendize and discuss the Roadmap at a future commission meeting
Sent from my iPhone



Outlook

RE CHSSC DRAFT FOR SEMI-ANNUAL UPDATE: GOAL 6 - SENIOR HOUSING

From Greg**Date** Sun 5/18/2025 6:17 PM**To** Katy Nomura

[EXTERNAL SENDER]

Dear Katy:

Pursuant to your request, below is my draft of the update for Task Force 6, Senior Housing.
Can you please confirm receipt.

Regards,

Greg Gentile

DRAFT PREPARED BY GREG GENTILE FOR SEMI-ANNUAL UPDATE: GOAL 6 - SENIOR HOUSING

It was decided that work on this Goal Area be delayed until the Town's Housing Element was approved by the State. Since that has now occurred, the Commission's Task Force on Goal 6 began reviewing and updating the "The Los Gatos Housing and Resource Guide." That Guide is presently assessable on the Town's website and the *Hub*. The 22-page Guide provides a listing of available senior housing and housing-related services available to the senior community and the Community Support Services that serve the Town and Santa Clara County. After several meetings, reviews, cross-checking and editing the final up-dated version is presently being completed by the Task Force. Once it is

completed, the updated Guide will be provided to Town Staff for its review, formatting and prospective publication.

From: [Lynn and George Rossmann](#)
To: [Katy Nomura](#); [Leif Christiansen](#)
Subject: Goal 7 blurb
Date: Tuesday, April 29, 2025 12:55:19 PM
Attachments: [Goal 7 Mid year update 2025.docx](#)

[EXTERNAL SENDER]

The Goal 7 Task Force

Mid-year update 2025

1. Our first activity was to benchmark other communities for measurement and accountability (M&A) activities and practices that would enrich our local senior service landscape. A questionnaire was prepared and approved by the CHSSC in November 2024. Four communities were identified and interviewed: Los Altos, Mountain View, Campbell, and Palo Alto. The results of those interviews along with our analysis of Los Gatos were submitted to the CHSSC in February.
2. After analyzing this benchmark data, the task force determined that it needed to better understand the value that service providers bring to our community's health and well-being, particularly for our seniors. We researched the metrics used by numerous nonprofits to evaluate their success at reaching targets, and we assembled a list of the key metrics that we proposed to track in Los Gatos. Our goal is to use these metrics to collectively identify with our service providers opportunities for growth and enhanced impact.



TOWN OF LOS GATOS
COMMUNITY HEALTH AND SENIOR
SERVICES COMMISSION AGENDA REPORT

MEETING DATE: 05/29/2025

ITEM NO: 2

DATE: May 19, 2025
TO: Community Health and Senior Services Commission
FROM: Leif Christiansen, Senior Service Coordinator
SUBJECT: Discuss Commissioner Updates, Including Updates on Goals 1-7 of the Senior Services Roadmap

RECOMMENDATION:

Discuss Commissioner updates, including updates on Goals 1-7 of the Senior Services Roadmap.

REMARKS:

Commissioners will have the opportunity to provide updates, including updates on Goals 1-7 of the Senior Services Roadmap.

ATTACHMENTS:

1. Commissioner Comments

PREPARED BY: Leif Christiansen
Senior Service Coordinator



TOWN OF LOS GATOS
COMMUNITY HEALTH AND SENIOR
SERVICES COMMISSION AGENDA REPORT

MEETING DATE: 05/29/2025

ITEM NO: 3

DATE: May 22, 2025
TO: Community Health and Senior Services Commission
FROM: Leif Christiansen, Senior Service Coordinator
SUBJECT: Discuss Potential Federal Funding Impacts on Senior Services

RECOMMENDATION:

Discuss potential federal funding impacts on senior services.

REMARKS:

At the request of the Commission, this item is on the agenda to discuss potential federal funding impacts on senior services. This item is for discussion purposes and any action should be in the form of a recommendation to the Council for its consideration.

PREPARED BY: Leif Christiansen
Senior Service Coordinator