



TOWN OF LOS GATOS
COMMUNITY HEALTH AND SENIOR SERVICES COMMISSION
APRIL 24, 2025
110 EAST MAIN STREET
TOWN COUNCIL CHAMBERS
4:00 PM

Eleanor Yick, Chair
Jeffrey P. Blum, Vice Chair
Gregory Gentile, Commissioner
Dick Konrad, Commissioner
George Rossmann, Commissioner
Martha Sterne, 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 March 27, 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. Approve Using the CHSSC Budget for the Registration Fee for the May 17 55+ Resource Fair.
3. Receive an Update on Outreach and Engagement.
4. Discuss Commissioner Updates, Including Updates on Goals 1-7 of the Senior Services Roadmap.
5. Discuss Annual Report - Mid-Year Update.
6. Discuss Changing May 22nd CHSSC Meeting Date.

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/>.



DRAFT
Minutes of the Community Health and Senior Services Meeting
March 27, 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.

Absent: Council Liaison Hudes

Staff Present: Assistant Town Manager Katy Nomura, Town Clerk Wendy Wood (facilitate a presentation) and Senior Services Coordinator Leif Christiansen.

CONSENT ITEMS

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

The following changes to the minutes were noted:

Item 1 motion misspelling of "Sterne".

Item 6 motion add "Chair suggested the item be brought back to the next meeting for further discussion."

MOTION: **Motion by Commissioner Konrad to approve the minutes of February 27, 2025.**
 Seconded by Vice Chair Sterne.

VOTE: **Motion passed unanimously.**

VERBAL COMMUNICATIONS

Opened public comment.

No one spoke.

Closed public comment.

OTHER BUSINESS

2. Receive Information Related to Commissioners' Roles, Responsibilities, Meeting Procedures and Policies.

Wendy Wood, Town Clerk, facilitated a presentation on this item.

The Commission discussed the item.

Opened public comment.

No one spoke.

Closed public comment.

3. Introduce the Senior Services Coordinator

The Commission discussed the item.

Opened public comment.

No one spoke.

Closed public comment.

4. Discuss Candidate Nominations for the 2025 Senior of Distinction Award.

The Commission discussed the item.

MOTION: **Motion by Commissioner Konrad** to approve the nomination of Vice Chair Blum for the 2025 Senior of Distinction Award. **Seconded by Vice Chair Sterne.**

VOTE: **Motion passed unanimously.**

Opened public comment.

No one spoke.

Closed public comment.

5. Discuss Annual Report for Fiscal Year 2024-2025.

The Commission discussed the item.

MOTION 1: Motion by Commissioner Konrad to do one report per calendar year. Seconded by Commissioner Gentile.

VOTE: **Motion failed 3-3-1** (Commissioner Krawez abstained)

MOTION 2: **Motion** by Chair **Yick** to complete one annual report per calendar year and submit a smaller mid-year progress report. **Seconded** by Commissioner **Blum**.

VOTE: **Motion passed 4-3**

Opened public comment.

No one spoke.

Closed public comment.

6. Discuss Commissioner updates, including update on goals 1-7 of the Senior Services Roadmap.

The Commission discussed the item.

Opened public comment.

No one spoke.

Closed public comment.

ADJOURNMENT:

The meeting adjourned at 5:34 p.m.

Respectfully Submitted:

Leif Christiansen, Senior Service Coordinator



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

MEETING DATE: 04/24/2025

ITEM NO: 2

DATE: April 15, 2025
TO: Community Health and Senior Services Commission
FROM: Leif Christiansen, Senior Service Coordinator
SUBJECT: Approve Using the CHSSC Budget for the Registration Fee for the May 17 55+ Resource Fair

RECOMMENDATION:

Approve using the CHSSC budget for the registration fee for the May 17 55+ Resource Fair.

REMARKS:

Commissioners will consider approving using the CHSSC budget to pay for registration for the May 17, Los Gatos 55+ Resource Fair hosted by the Los Gatos Adult Recreation Center. The anticipated registration fee will allow the CHSSC to host a resource table at the event to discuss their work with event participants.

PREPARED BY: Leif Christiansen
Senior Service Coordinator



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

MEETING DATE: 04/24/2025

ITEM NO: 3

DATE: April 16, 2025
TO: Community Health and Senior Services Commission
FROM: Leif Christiansen, Senior Service Coordinator
SUBJECT: Receive an Update on Outreach and Engagement

RECOMMENDATION:

Receive an update on outreach and engagement.

REMARKS:

Over the past month, staff begun the process of evaluating progress on the Roadmap goals and identifying action items that can be taken. In the early review, it is apparent there are immediate opportunities regarding Goal 2 Communications and Engagement.

An essential community outreach component has been the CHSSC, LGS Rec 55 Plus Program, and local service-providers hosting/attending events like the May 17, Los Gatos 55+ Resource Fair, in addition to regular programs, events and activities. These efforts have increased the number of residents aware of available services and opportunities to get involved.

Staff has been meeting with local service-providers and other government agencies like the County Department of Adult and Aging Services to strengthen and expand local partnerships. The Town will continue discussing with the County ideas on how to more effectively engage lower-income older adults, and harder to reach populations. Through these meetings, staff will assess any gaps and next steps.

Upon preliminary review, the following areas may have opportunities for improved engagement:

- Engaging with local senior housing communities more regularly to share information about services
- Working with service-providers like Live Oak and LGS 55 Plus Program to enhance promotion of services
- Having in-person engagement at existing gatherings, such as Live Oak Nutrition lunches, to directly share information with seniors
- Ensuring resource guide information is included in future surveys

PREPARED BY: Leif Christiansen
Senior Service Coordinator

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SUBJECT: Receive an Update on the Community Outreach Process and Potential Next Steps

DATE: April 24, 2025

Part of the ongoing discussion on how to effectively engage the community involves being strategic about staff capacity, and how the CHSSC and other stakeholders can continue to support the process. Staff will continue to look at short- and long-term steps we can take to grow community outreach efforts to the older adults.



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

MEETING DATE: 04/24/2025

ITEM NO: 4

DATE: April 15, 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.

PREPARED BY: Leif Christiansen
Senior Service Coordinator



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

MEETING DATE: 04/24/2025
ITEM NO: 5

DATE: April 16, 2025
TO: Community Health and Senior Services Commission
FROM: Leif Christiansen, Senior Service Coordinator
SUBJECT: Discuss Annual Report - Mid-Year Update

RECOMMENDATION:

Discuss Annual Report - mid-year update.

REMARKS:

Chair Yick has requested that the Commission discuss components of the mid-year update, related to Goals 1-7 of the Roadmap.

PREPARED BY Leif Christiansen
Senior Service Coordinator



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

MEETING DATE: 04/24/2025
ITEM NO: 6

DATE: April 16, 2025
TO: Community Health and Senior Services Commission
FROM: Leif Christiansen, Senior Service Coordinator
SUBJECT: Discuss Changing May 22nd CHSSC Meeting Date

RECOMMENDATION:

Discuss changing May 22nd CHSSC meeting date.

REMARKS:

The Commission will discuss changing the May 22nd CHSSC meeting date.

PREPARED BY: Leif Christiansen
Senior Service Coordinator