



SENIOR COMMISSION MEETING AGENDA

3:30 PM - Monday, August 04, 2025

Los Altos Community Center, Sequoia Room

PARTICIPATION: Members of the public may participate by being present at the Los Altos Community Center, Sequoia Room, 97 Hillview Ave, Los Altos, CA 94022. Public comment is accepted in person at the physical meeting location, or via email to SCPublicComment@losaltosca.gov.

RULES FOR CONDUCT: Pursuant to Los Altos Municipal Code, Section 2.05.010 "Interruptions and rules for conduct": Understanding that the purpose of the commission meetings is to conduct the people's business for the benefit of all the people, in the event that any meeting of the commission is willfully interrupted by a person or group of persons so as to render the orderly conduct of the meeting impossible, the chair, vice chair, or any other member of the commission acting as the chair may order the removal of the person or persons responsible for the disruption and bar them from further attendance at the commission, or otherwise proceed pursuant to Government Code Section 54957.0 or any applicable penal statute or city ordinance.

REMOTE MEETING OBSERVATION: Members of the public may view the meeting via the link below, but will not be permitted to provide public comment via Zoom or telephone. Public comment will be taken in-person, and members of the public may provide written public comment by following the instructions below.

<https://losaltosca-gov.zoom.us/j/95174153342?pwd=eJjDje2Br7kp6B7knLyL4LiLLsaskq.1>

Webinar ID: 951 7415 3342 / Passcode: 0141701

PLEASE NOTE: Commissioner Olson will participate in the meeting via videoconference from the site listed below. The meeting agenda will be posted on the videoconference site, which is accessible to the public. Anyone wishing to address the Commission from the videoconference site will be provided with an opportunity to do so.

Location for Commissioner Olson:

Hilo Medical Center
1190 Wainuenue Avenue
Hilo, HI 96720

Please note: Personal information, such as email addresses, telephone numbers, home addresses, and other contact information are not required to be included with your comments. If this information is included in your written comments, they will become part of the public record. Redactions and/or edits will not be made to public comments, and the comments will be posted as they are submitted. Please do not include any information in your communication that you do not want to be made public.

The Chair will open public comment and will announce the length of time provided for comments during each item.

CALL MEETING TO ORDER

ESTABLISH QUORUM

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Members of the audience may bring to the Commission's attention any item that is not on the agenda. Please complete a "Request to Speak" form and submit it to the Staff Liaison. Speakers are generally given two or three minutes, at the discretion of the Chair. Please be advised that, by law, the Commission is unable to discuss or take action on issues presented during the Public Comment Period. According to State Law (also known as "the Brown Act") items must first be noticed on the agenda before any discussion or action.

ITEMS FOR CONSIDERATION/ACTION

1. [Minutes: Approve minutes of the regular Senior Commission meeting of June 2, 2025](#)
2. [Senior Health Fair: Receive ad hoc subcommittee, working pair, and staff reports, and discuss logistics to complete planning tasks for the event](#)
3. [Work Plan: Update FY 2024/25 Work Plan](#)

INFORMATIONAL ITEMS

4. [Flyers: Receive informational flyers](#)

COMMISSION/SUBCOMMITTEE/STAFF ORAL REPORTS AND REQUESTS FOR FUTURE AGENDA ITEMS

5. **Staff Oral Reports:** Receive information and announcements from Town of Los Altos Hills and city of Los Altos staff
6. **Future Agenda Items**
 - A. Fall Fling

ADJOURNMENT

SPECIAL NOTICES TO PUBLIC

In compliance with the Americans with Disabilities Act, the City of Los Altos will make reasonable arrangements to ensure accessibility to this meeting. If you need special assistance to participate in this meeting, please contact the City Clerk 72 hours prior to the meeting at (650) 947-2610.

Agendas, Staff Reports and some associated documents for Senior Commission items may be viewed on the Internet at https://www.losaltosca.gov/meetings?field_microsite_tid_1=2321.

If you wish to provide written materials, please provide the Commission Staff Liaison with **10 copies** of any document that you would like to submit to the Commissioners in order for it to become part of the public record.

For other questions regarding the meeting proceedings, please contact the City Clerk at (650) 947-2720.



MINUTES OF THE REGULAR MEETING OF THE SENIOR COMMISSION OF THE CITY OF LOS ALTOS AND TOWN OF LOS ALTOS HILLS, HELD ON MONDAY, JUNE 2, 2025, AT 3:30 P.M. VIA VIDEO CONFERENCE AND IN PERSON.

CALL MEETING TO ORDER

At 3:30 P.M., Olson called the meeting to order.

ESTABLISH QUORUM:

PRESENT: Basiji, Buchholz, Cohen, Dixit, Gallagher Thompson, Olson, and Trapnell

ABSENT: None.

LATE: None.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Arthur Whipple, resident of Los Altos, Director of Resilient Los Altos discussed Resilient Los Altos and emergency response and concerns for older adults in Los Altos.

Cathleen Harter, Outreach Coordinator, Friendly Voices phone buddies for Seniors introduced the program.

ITEMS FOR CONSIDERATION/ACTION

1. **Minutes:** Approve minutes of the regular Senior Commission meeting of April 7, 2025.

Public Comment: None

Action: Upon a motion by Gallagher Thompson, seconded by Dixit, the Senior Commission approved the minutes of the regular meeting of April 7, 2025.

Approve: Buchholz, Cohen, Dixit, Gallagher Thompson, Olson, and Trapnell

Oppose: None

Absent: None

Abstention: Basiji

Motion passed unanimously: 6-0-0-1

2. **Senior Health Fair:** Receive staff report, ad hoc subcommittee and working pair reports, discuss event logistics to complete planning tasks for the event

Public Comment: None

Action:

Select Health Fair title: Upon a motion by Buchholz, seconded by Basiji, the Senior Commission approved the title Live well, age well health expo.

Approve: Basiji, Buchholz, Cohen, Dixit, Gallagher Thompson, Olson, and Trapnell

Oppose: None

Absent: None

Abstention: None

Motion passed unanimously: 7-0-0-0

Action:

Select between two locations to set-up a banner, San Antonio Road/El Camino or Lincoln Park. Upon a motion by Trapnell, seconded by Dixit, the Senior Commission approved the banner location of San Antonio Road/El Camino Real.

Approve: Basiji, Buchholz, Cohen, Dixit, Gallagher Thompson, Olson, and Trapnell

Oppose: None

Absent: None

Abstention: None

Motion passed unanimously: 7-0-0-0

Action:

Provide feedback and direction on the Live well, age well health expo giveaway. Upon a motion by Gallagher Thompson, seconded by Buchholz, the Senior Commission approved a giveaway of what is possible within the budget.

Approve: Basiji, Buchholz, Cohen, Dixit, Gallagher Thompson, Olson, and Trapnell

Oppose: None

Absent: None

Abstention: None

Motion passed unanimously: 7-0-0-0

Action:

Working pairs reported on Live well, age well health expo planning.

Received a report from Dixit that Town of Los Altos Hills will provide a boxed snack which will be delivered at 11:00am.

Public Comment: None

3. **Work Plan:** Update FY 2024/25 work plan

Public Comment: None

Action: Updated FY 2024/25 work plan received.

INFORMATIONAL ITEMS

4. **Staff Oral Reports:** Received information and announcements from Town of Los Altos Hills and city of Los Altos staff.

Public Comment: None

5. **Flyers:** Informational flyers received.

Public Comment: None

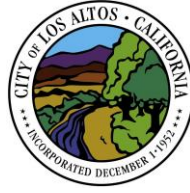
COMMISSION/SUBCOMMITTEE/STAFF ORAL REPORTS AND REQUESTS FOR FUTURE AGENDA ITEMS

6. **Future Agenda Items:**
- A. Senior Health Fair
 - B. Fall Fling
 - C. Work Plan

Public Comment: None

ADJOURNMENT:

At 5:05 P.M., Monday, June 2, 2025, Olson adjourned the meeting.



SENIOR COMMISSION AGENDA REPORT

Meeting Date: August 4, 2025

Subject: Senior Health Fair

Prepared by: Jaime Chew, Parks & Recreation Deputy Director

Initiated by: Commission

Staff Recommendation

The staff recommends to receive the staff report, ad hoc subcommittee and working pair reports. Recommended actions are as follows:

1. Determine which commissioners will be in attendance of the Live Well Age Well Health Expo, then assign roles as appropriate.
 - a. Presentation Room Monitor – Three are needed. Keep time to ensure presentations start and end on schedule. Introduce speaker and welcome attendees.
 - b. Welcome Station – Greet and welcome attendees. Highlight layout of the event, i.e. where things are located. Provide giveaways.
 - c. Feedback Station – Encourage attendees to complete survey and share feedback on future educational workshops and sessions they would like to see offered.
2. Additional marketing avenues such as: sharing with your current friends, neighbors, networks; posting on community boards; impromptu plugs at local events, etc.

Summary/Project Description:

- The Senior Commission will be hosting a Senior Health Fair on Tuesday, September 9, 2025, from 12pm – 3pm at the Los Altos Community Center.

Fiscal Impact: None

Background

At the September 9, 2024, Senior Commissioner special meeting, the Commission approved hosting a Senior Commission Health Fair event in 2025. On January 6, 2025, the ad hoc subcommittee of Commissioners Basiji, Buchholz, and Gallagher Thompson was formed to manage the overall coordination of the event. City staff has reserved the Grand Oak Room, Sequoia Room, Manzanita Room, and Apricot Room to facilitate the various elements of the event.

The ad hoc subcommittee virtually met with Amanda Hui, Recreation Coordinator for the City of Cupertino to learn best practices to potentially be implemented in the Senior Commission's event. She coordinated the Health Expo held on Friday, May 9, 2025, from 10am – 1:30pm.

At the April 7, 2025, Senior Commission regular meeting, the Commission made the following determinations for event elements:



Subject: Senior Health Fair

-
- Vendor showcase will be hosted in the Grand Oak Room
 - Speakers/Presentations will be hosted in the Sequoia Room, Manzanita Room, Apricot Room
 - Presentations will be broad overviews of prioritized topics, 30 minutes for the presentation, 10 minutes for Q&A, and 10 minutes for transition time
 - Preferred topics are:
 - Overview of preventing/delaying dementia/cognitive decline
 - Importance of nutrition – eating for a healthy brain
 - Importance of movement/activity/exercise
 - Importance of healthy sleep habits
 - Importance of social connectedness
 - Caring for the caregiving
 - Public safety – police and fire
 - Ad hoc subcommittee will finalize the title of the event based upon confirmed speakers

The following working pair were assigned:

- Contacting vendors – Dixit, Olson
- Food/refreshments – Dixit, Gallagher Thompson
- Event layout & flow – Buchholz, Dixit
- Marketing – Olson, Trapnell
- Give Away – Olson, Trapnell

At the June 2, 2025, Senior Commission regular meeting, the Commission approved the following:

- Event title would be “Live Well Age Well Health Expo”.
- The preferred marketing banner location would be San Antonio/El Camino Real.
- Preferred giveaway was a reusable bag.
- Confirmed that Los Altos Hills would sponsor the food for the event.

Discussion/Analysis

To date, the following has been confirmed for the event:

Speakers

- Overview – Nusha Askari, Ph.D.
- Overview – Dr. Mehrdad Ayati
- Emergency Preparedness – Santa Clara County Fire
- Movement Demonstration – Barbara Peterson, Jazzercise
- Movement Demonstration – Nisa Leone, Jazzercise



Subject: Senior Health Fair

- Safety – Los Altos Police Department
- Connection – Friendly Voices
- Caregiving – Dr. Sherry Beaudreau
- Caregiving – Linda Conover

Draft schedule will be as follows:

	Location		
	Sequoia Room	Manzanita Room	Apricot Room
12-12:10pm	Setup		
12:10 – 12:50pm	<u>Overview</u> Nusha Askari, Ph.D. 30-min presentation 10-min Q&A	<u>Movement Demonstration</u> Jazzercise, Nisa Leone 30-min presentation 10-min Q&A	<u>Safety Presentation</u> (Topic TBD) Los Altos Police Department 30-min presentation 10-min Q&A
12:50 – 1:10pm	Cleanup / Transition		
1:10 – 1:50pm	<u>Caregiving</u> Sherry Beaudreau, Ph.D. 30-min presentation 10-min Q&A	<u>Emergency Preparedness</u> (Topic TBD) Santa Clara County Fire 30-min presentation 10-min Q&A	<u>Social Connection</u> Friendly Voices, Cathleen Harter 30-min presentation 10-min Q&A
1:50 – 2:10pm	Cleanup / Transition		
2:10 – 2:50pm	<u>Overview</u> Dr. Mehrdad Ayati 30-min presentation 10-min Q&A	<u>Movement Demonstration</u> Jazzercise, Barbara Peterson 30-min presentation 10-min Q&A	<u>Caregiving</u> Linda Conover 30-min presentation 10-min Q&A
2:50 – 3pm	Cleanup		



Subject: Senior Health Fair

Please note that the setup/transition/cleanup time periods will not only allow the presenters the time to prepare for their sessions, but it will also provide attendees the opportunity to visit vendors, travel to the next session, etc.

Vendors:

- Starlight Caregivers
- South Asian Heart Center, El Camino Health
- Sourcewise
- Santa Clara County Fire
- Resilient Los Altos
- Santa Clara County Public Health
- Mobilitycity
- MidPen Open Space
- Jazzercise – Barbara Peterson
- Jazzercise – Nisa Leone
- Friends of Edgewood
- Friendly Voices
- Family Matters – In Home Care
- enABLE Care Management
- El Camino Mental Health Services
- El Camino Health
- Chinese Health Initiatives, El Camino Health
- Avenidas
- Los Altos Parks & Rec and Adult 50+ Program
- Los Altos Police Department
- Anew Vista

City Marketing:

- Flyer, 8.5x11
- Poster, 11x17
- A-frame signs
- Banner
- Town Crier ads
- Social media posts
- Los Altos Community Center monitor ads
- Website listing
- E-newsletters – Parks & Rec and City Manager



Subject: Senior Health Fair

The Senior Commission should receive and discuss the ad hoc subcommittee and working pair reports, and take action as appropriate to continue planning event logistics for the Live Well Age Well Health Expo.

Senior Commission

2024 - 25 Work Plan

(October 2024 - September 2025)

Agenda Item 3.

Goals	Projects	Due Date	Priority/Source	Status	Assignment	Notes
Outdoor Spaces and Building						
Transportation	Write a letter to El Camino Healthcare District Board regarding the RoadRunner Program	November 2024	Community input	Completed	Buchholz, Gallagher Thompson	Individual letters were written in lieu of a formal letter due to Council being the legislative body that should approve a letter being sent by the city
Housing						
Social Participation	Collaborate with Adult 50+ staff to increase participation in programs and activities	October 2024		Completed	Nagao, Olson	
	Collaborate with Club 55 and Adult 50+ Program to expand the October Club 55 event to a Halloween themed Fall Fling	October 2025	Commission	In Progress	Ad Hoc Subcommittee Olson, Trapnell	
	Collaborate with Club 55 and Adult 50+ Program to host a Spring Fling in April	April 2026	Commission			Planning of this event will be based upon the Fall Fling
Respect and Social Inclusion						
Civic Participation and Employment						
Communication and Information						

Senior Commission

2024 - 25 Work Plan

(October 2024 - September 2025)

Agenda Item 3.

Community Support and Health Care Services	Host a Health Fair	September / October 2025	Commission	In Progress	Ad Hoc Subcommittee Basiji, Buchholz, Gallagher Thompson	Two dates have been reserved at the Los Altos Community Center 1. Tuesday, September 9 2. Tuesday, October 7 Final date will be based upon availability of speakers and vendors
			Commission	In Progress	Working Pair Dixit, Olson	Contact vendors
			Commission	In Progress	Working Pair Dixit, Gallagher Thompson	Work with city staff on refreshments for the event
			Commission	In Progress	Working Pair Dixit, Buchholz	Work with city staff on event layout and flow
			Commission	In Progress	Working Pair Olson, Trapnell	Work with city staff on marketing content creation
			Commission	In Progress	Work Pair Olson, Trapnell	Work with city staff on give away
Emergency Preparedness						

Senior Commission

2024 - 25 Work Plan

(October 2024 - September 2025)

Agenda Item 3.

October 7, 2024	November 4, 2025	December - No Meeting	January 6, 2025	February 3, 2025	March 3, 2025
Reorganization	Work Plan		Work Plan	Work Plan	Health Fair
Age Friendly Action Plan	Meeting Schedule		Health Fair		Fall Fling
Work Plan	Health Fair				
Transportation Alternative Options to RoadRunners	Age Friendly				

April 7, 2025	May 5, 2025	June 2, 2025	July - No Meeting	August 4, 2025	September 8, 2025
Health Fair	Health Fair	Health Fair		Health Fair	Health Fair
Fall Fling	Fall Fling	Fall Fling		Fall Fling	Fall Fling



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Hoedown

SAT. SEPT 6 ★ 4-7PM
Westwind Community Barn
27210 Altamont Road

- ★ **Barnside BBQ**
- ★ **Bluegrass Music**
- ★ **Square Dance Caller**
- ★ **Equestrian Exhibitions**

LOS ALTOS HILLS

CALIFORNIA

CITY OF LOS ALTOS ADULT 50+ PROGRAM MINI TRIP

Agenda Item 4.



SCAN THE QR CODE
OR CONTACT THE
ADULT 50+ PROGRAM



THURSDAY

SEPTEMBER 18

10 AM-2:30 PM

PASSPORT MEMBERS \$60
ALL OTHERS \$75

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THEN ENJOY A SHORT GROUP WALK TO THE FIRE STATION FOR
A SPECIAL TOUR LED BY LOCAL SAFETY PERSONNEL

THURSDAY, OCTOBER 2 • 10 AM-12 PM
MCKENZIE PARK, 707 FREMONT AVE

REGISTRATION REQUIRED

Note: Participants must be ages 50+. With advance request, each registered participant may bring one guest under age 50.





WE'RE HIRING!

Join the city of Los Altos Parks & Recreation department in creating a vibrant and welcoming community! We're excited to announce that we are hiring for a variety of positions within our dynamic team.

- ★ Make a positive impact in the Los Altos community
- ★ Gain valuable experience in a fun environment
- ★ Flexible hours

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