AGENDA FOR THE REGULAR MEETING OF THE

SENIOR CITIZEN COMMISSION

JANUARY 28, 2019

9:00 A.M.

IRWINDALE CITY HALL / COUNCIL CHAMBER

Spontaneous Communications: The public is encouraged to address the Senior Citizen Commission on any matter listed on the agenda or on any other matter within its jurisdiction. The Senior Citizen Commission will hear public comments on items listed on the agenda during discussion of the matter and prior to a vote. The Senior Citizen Commission will hear public comments on matters not listed on the agenda during the Spontaneous Communications period.

Pursuant to provisions of the Brown Act, no action may be taken on a matter unless it is listed on the agenda, or unless certain emergency or special circumstances exist. The Senior Citizen Commission may request from staff to investigate and/or schedule certain matters for consideration at a future Commission or City Council meeting.

Americans with Disabilities Act: In compliance with the ADA, if you need special assistance to participate in a Commission meeting or other services offered by this City, please contact City Hall at (626) 430-2200. Assisted listening devices are available at this meeting. Ask the Deputy City Clerk if you desire to use this device. Upon request, the agenda and documents in the agenda packet can be made available in appropriate alternative formats to persons with disabilities. Notification of at least 48 hours prior to the meeting or time when services are needed will assist the City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

Note: Staff reports are available for inspection at the office of the City Clerk, City Hall, 5050 N. Irwindale Avenue, during regular business hours (8:00 a.m. to 6:00 p.m., Monday through Thursday).
As City of Irwindale Senior Citizen Commissioners, our fundamental duty is to serve the public good. We are committed to the principle of an efficient and professional local government. We will be exemplary in obeying the letter and spirit of Local, State and Federal laws and City policies affecting the operation of the government and in our private life. We will be independent and impartial in our judgment and actions.

We will work for the common good of the City of Irwindale community and not for any private or personal interest. We will endeavor to treat all people with respect and civility. We will commit to observe the highest standards of morality and integrity, and to faithfully discharge the duties of our office regardless of personal consideration. We shall refrain from abusive conduct, personal charges or verbal attacks upon the character or motives of others.

We will inform ourselves on public issues, listen attentively to public discussions before the body, and focus on the business at hand. We will base our decisions on the merit and substance of that business. We will be fair and equitable in all actions, claims or transactions. We shall not use our official position to influence government decisions in which we have a financial interest or where we have a personal relationship that could present a conflict of interest, or create a perception of a conflict of interest.

We shall not take advantage of services or opportunities for personal gain by virtue of our public office that are not available to the public in general. We shall refrain from accepting gifts, favors or promises of future benefit that might compromise our independence of judgment or action or give the appearance of being compromised.

We will behave in a manner that does not bring discredit or embarrassment to the City of Irwindale. We will be honest in thought and deed in both our personal and official lives.

Ultimate responsibility for complying with this Code of Ethics rests with the individual elected official. In addition to any other penalty as provided by law, violation of this Code of Ethics may be used as a basis for disciplinary action or censure of a Commissioner.

These things we hereby pledge to do in the interest and purposes for which our government has been established.

Irwindale Senior Citizen Commission
A. CALL TO ORDER
B. PLEDGE OF ALLEGIANCE
C. INVOCATION
D. ROLL CALL: Commissioners: Arline Miranda, Natalie Orosco, Iris Rodriguez; Vice Chair Maggie Guzman; Chair Virginia Diaz
E. REORGANIZATION OF SENIOR CITIZEN COMMISSION

SPONTANEOUS COMMUNICATIONS
This is the time set aside for members of the audience to speak on items not on this agenda. State law prohibits any Commission discussion or action on such communications unless 1) the Commission by majority vote finds that a catastrophe or emergency exists; or 2) the Commission by at least four votes finds that the matter (and need for action thereon) arose within the last five days. Since the Commission cannot (except as stated) participate it is requested that all such communications be made in writing so as to be included on the next agenda for full discussion and action. If a member of the audience feels he or she must proceed tonight, then each speaker will be limited to 2 minutes and each subject limited to 5 minutes, unless such time limits are extended.

1. CONSENT CALENDAR

The Consent Calendar contains matters of routine business and is to be approved with one motion unless a member of the Commission requests separate action on a specific item. At this time, members of the audience may ask to be heard regarding an item on the Consent Calendar.

A. Minutes

Recommendation: Approve the following minutes:

1. Special meeting held December 17, 2018.

2. NEW BUSINESS

3. SENIOR CENTER MANAGER UPDATE

4. COMMISSIONER ITEMS

5. ADJOURN

AFFIDAVIT OF POSTING
I, Armando Hegdahl, Management Analyst, certify that I caused the agenda for the special meeting of the Irwindale Senior Citizen Commission to be held on January 28, 2019, to be posted at the City Hall, Library, and Post Office on January 24, 2019.

Armando Hegdahl
Armando Hegdahl, CMC
Management Analyst
AGENDA REPORT

Date: January 28, 2019

To: Senior Citizen Commissioners

From: Armando Hegdahl, Management Analyst

Issue: Commission Reorganization

Recommendation:

Commissioners elect Chair and Vice-Chair

Analysis:

It is appropriate at this time to reorganize the Senior Citizen Commission, including the selection of a Chair and Vice-Chair. In order to complete the organization, the following procedure is suggested:

1. The Management Analyst opens the nominations for the office of Chair. Any Commissioner may nominate and no second to the nomination is required.
2. After receiving all nominations, the Management Analyst closes the nominations.
3. The Management Analyst then conducts the election of the Chair by roll call vote. If there is more than one nomination, a roll call vote is conducted in order nominated until a Chair is elected by majority vote.
4. The Chair then opens nominations for Vice-Chair in the same manner as above.
5. After receiving all nominations, the Chair then closes the nominations.
6. The Chair then conducts the election of the Vice-Chair by roll call vote. If there is more than one nomination, a roll call vote is conducted in the order nominated until a Vice-Chair is elected by majority vote.

Fiscal Impact: ________ (Initial of CFO)

Legal Impact: ________ (Initial of Legal Counsel)

Prepared By: Armando Hegdahl, Management Analyst
Phone: 430-2201

Armando Hegdahl, Management Analyst
The Irwindale SENIOR CITIZEN COMMISSION met in special session at the above time and place.

ROLL CALL: Present: Commissioners Arline Miranda, Natalie Orosco, Iris Rodriguez; Vice Chair Maggie Guzman; Chair Virginia Diaz

Also present: Theresa Olivares, Assistant City Manager; Eloise Beltran, Senior Center Manager; and Armando Hegdahl, Management Analyst

SPONTANEOUS COMMUNICATIONS There were no speakers.

CONSENT CALENDAR

MOTION A motion was made by Chair Diaz, seconded by Vice Chair Guzman, to approve the Consent Calendar. The motion was unanimously approved.

ITEM NO. 1A MINUTES

The minutes of the special meeting held November 26, 2018, were approved.

END OF CONSENT CALENDAR

SENIOR CENTER MANAGER UPDATE

Senior Center Manager Beltran presented the following update:

1) The following trips have been scheduled:
   A) Morongo Casino – January 26
   B) Griffith Observatory – January 18 (Metro on the Go)

2) The Christmas Dinner Dance held last Friday was enjoyed by all in attendance.

3) The following events and activities have been scheduled:
   A) Vintage Cupcakes Class – January 11
   B) Dee’s Crafts – January 16
   C) Bunco – January 17
   D) Bingo – January 24
   E) Birthday Breakfast – January 25
   F) Valentine’s Dance – February 8

4) The Senior Center will be closed for the holiday season from December 21, 2018, to January 6, 2019; and will reopen on January 7, 2019.
Commissioner Miranda spoke very highly of the quality of music and food during the Christmas Dinner.

Commissioner Rodriguez thanked the City Council, Assistant City Manager Olivares, and all who donated to the Christmas Dinner.

Vice Chair Guzman requested that the same musicians that performed at the Christmas Dinner Dance be brought back for other Senior Center functions.

Commissioner Rodriguez also expressed how much she enjoyed the trip to the Candlelight Pavilion.

Responding to a concern by Commissioner Miranda, Manager Beltran discussed sign-in procedures for meals.

Chair Diaz asked about the amount of food that is purchased to provide to seniors, to which Manager Beltran indicated that staff generally orders enough for everybody, though on occasions the food does run out.

Chair Diaz suggested that staff be more vigilant to prevent seniors from cutting in line. She also thanked staff for the wonderful Thanksgiving event held recently.

There being no further business to conduct, the meeting was adjourned at 9:18 a.m.

ATTEST:

Armando Hegdahl, CMC
Management Analyst