



CITY OF IRWINDALE

5050 N. IRWINDALE AVE., IRWINDALE CA 91706 • PHONE: (626) 430-2200 • FACSIMILE: 962-4209

MAGGIE
GUZMAN
CHAIR

VIRGINIA DIAZ
VICE CHAIR

CAROL ACOSTA
COMMISSIONER

PATRICIA
GONZALEZ
COMMISSIONER

IRIS RODRIGUEZ
COMMISSIONER

AGENDA FOR THE REGULAR MEETING OF THE

SENIOR CITIZEN COMMISSION

JANUARY 24, 2022

9:00 A.M.

VIA TELECONFERENCE

Limited Public Access

The Irwindale City Council has authorized the conduct of hybrid meetings of the City Council, including all City Commissions and committee meetings, and all regularly scheduled meetings that would normally take place in the City Council Chambers, under the provisions of Government Code Section 54956 § E, as authorized by AB 361.

The public's health and well-being are the top priority for the City, and you are urged to take all appropriate health safety precautions. To facilitate this process, the meeting and opportunities to participate are available through the following:

In-Person at the City Council Chambers (In-Chamber Attendance Limited to nine members of the public with overflow seating available in the Outer Council Chamber)

Via Zoom Webinar at <https://us02web.zoom.us/j/88366337251>

Webinar ID:

883 6633 7251



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).

Code of Ethics

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: Carol Acosta, Patricia Gonzalez, Iris Rodriguez;
Vice Chair Virginia Diaz; Chair Maggie Guzman
- E. **SWEARING-IN OF NEWLY APPOINTED COMMISSIONER IRIS RODRIGUEZ**
- F. **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 6 minutes, unless such time limits are extended.

In the hybrid format, both in-person and hybrid audience members will participate in the following order:

Tier 1: In-person attendees

Tier 2: Teleconference attendees

Tier 3: In-person attendees who have not previously provided comments on the matter(s) being discussed by the legislative body

Tier 4: Teleconference attendees who have not previously provided comments on the matter(s) being discussed by the legislative body

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. Regular meeting held November 22, 2021.

2. SENIOR CENTER MANAGER UPDATE

3. PUBLIC SERVICES DIRECTOR UPDATE

4. COMMISSIONER ITEMS AND REQUESTS

5. ADJOURN

AFFIDAVIT OF POSTING

I, Armando Hegdahl, Management Analyst, certify that I caused the agenda for the regular meeting of the Irwindale Senior Citizen Commission to be held on January 24, 2022, to be posted at the City Hall, Library, and Post Office on January 20, 2022.

Armando Hegdahl

Armando Hegdahl

Management Analyst

City of
IRWINDALE
AGENDA REPORT

Senior Citizen Commission

Date: January 24, 2022
To: Honorable Chair and Members of the Senior Citizen Commission
From: Armando Hegdahl, Management Analyst
Issue: Commission Reorganization

Staff Recommendation:

Commissioners elect a Chair and Vice-Chair.

Administrative Action:

Prepared and submitted by:

Armando Hegdahl, Management Analyst

Reviewed and approved by:

Elizabeth Rodriguez, Public Services Director



Electronically Approved

Background and Analysis:

It is appropriate at this time for the Senior Citizen Commission to conduct its yearly reorganization, including the selection of a Chair and Vice-Chair. In order to complete the reorganization, the following procedures are suggested:

- 1) The Management Analyst opens the nomination period for the office of Chair. Any Commissioner may make a nomination; no second to the nomination is required.
- 2) After receiving all nominations, the Management Analyst closes the nomination period.
- 3) The Management Analyst then conducts the roll call vote to determine who will serve as Chair. If more than one nomination is made, a roll call vote is conducted for each nomination, beginning with the first nomination received, until a Chair is selected by majority vote.
- 4) The Chair then opens the nomination period for Vice-Chair in the same manner as above.
- 5) After receiving all nominations, the Chair then closes the nomination period.
- 6) The Chair then conducts the roll call vote to determine who will serve as Vice-Chair. If more than one nomination is made, a roll call vote is conducted for each nomination, beginning with the first nomination received, until a Vice-Chair is selected.

**IRWINDALE COUNCIL CHAMBER
5050 N. IRWINDALE AVENUE
IRWINDALE, CALIFORNIA 91706**

**NOVEMBER 22, 2021
MONDAY
9:00 A.M.**

The Irwindale **SENIOR CITIZEN COMMISSION** met in regular session at the above time and place.

ROLL CALL:

Present: Commissioners Carol Acosta, Natalie Orosco,
Iris Rodriguez; Vice Chair Virginia Diaz; Chair Maggie Guzman

Also present: Elizabeth Rodriguez, Public Works Services Director;
Eloise Beltran, Senior Center Manager; Jeff Wagner, IT Manager; and
Armando Hegdahl, Management Analyst

**SPONTANEOUS
COMMUNICATIONS**

There were no speakers.

CONSENT CALENDAR

MOTION

A motion was made by Chair Guzman, seconded by Commissioner Rodriguez, to approve the Consent Calendar. The motion was unanimously approved.

**ITEM NO. 1A
MINUTES**

MINUTES

The minutes of the regular meeting held October 25, 2021, were approved.

END OF CONSENT CALENDAR

NEW BUSINESS

**ITEM NO. 2A
HYBRID MEETINGS
FOR LEGISLATIVE
BODIES**

HYBRID MEETINGS FOR LEGISLATIVE BODIES

**DIRECTOR
RODRIGUEZ**

Director Rodriguez presented the staff report.

**ITEM NO. 2B
UPDATE ON
REGISTRATION FOR
MT. SAC CLASSES
AT THE IRWINDALE
SENIOR CENTER**

UPDATE ON REGISTRATION FOR MT. SAC CLASSES AT THE IRWINDALE SENIOR CENTER

MANAGER BELTRAN

Manager Beltran presented the update. She indicated that city staff has met with Mt. Sac's Director and the Dean of Older Adult Classes for Mt. Sac regarding staff's desire for Irwindale residents to have priority when signing up for classes and activities being offered by Mt. Sac at the Irwindale Senior Center. The staff from Mt. Sac indicated that they cannot accommodate Irwindale staff's request, as they are required to treat everyone equally.

However, they indicated that they would look further into the request. After a follow-up meeting last week, they reiterated their need to treat everyone equally, and advised that would not be able to accommodate Irwindale staff's request. Staff is waiting for Mt. Sac's representatives to provide their policy that dictates their position.

Manager Beltran added, however, that Irwindale seniors have all been able to register and participate in the activities they are interested in.

COMMISSIONER
ACOSTA

Responding to a question by Commissioner Acosta, Manager Beltran advised that Mt. Sac's classes require a minimum of 25 participants before initiating.

VICE CHAIR DIAZ

Vice Chair Diaz asked about the amount of Mt. Sac classes being offered through the Irwindale Senior Center, to which Manager Beltran confirmed that they are offering six classes. She noted that the classes tend to sell out.

**SENIOR CENTER
MANAGER UPDATE**

Senior Center Manager Beltran provided the following update:

- 1) The Thanksgiving Dinner Dance held last week was a great success, with 64 in attendance.
- 2) The Christmas Dinner Dance event has sold out.
- 3) Registrations are being accepted for Christmas Cookies and Cocoa, scheduled for December 7.
- 4) The following events have been scheduled:
 - A) Gingerbread House Decorating – December 14
 - B) Bingo – December 15
 - C) Bunco – December 16
 - D) Crafts – December 8
 - E) Field Trip to the Riverside Mission Inn – December 4.
 - F) All Mt. Sac and Irwindale classes will begin accepting registrations in January.

**PUBLIC SERVICES
DIRECTOR UPDATE**

No items to report.

**COMMISSIONER ITEMS
AND REQUESTS**

COMMISSIONER
OROSCO

Replying to a request by Commissioner Orosco, Manager Beltran stated her belief that staff could check patrons' temperatures when they arrive at the senior dances.

ADJOURNMENT

There being no further business to conduct, the meeting was adjourned at 9:25 a.m.

ATTEST:

Armando Hegdahl
Management Analyst