



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 09/20/2022

ITEM NO: 9

DATE: September 7, 2022
TO: Mayor and Town Council
FROM: Laurel Prevetti, Town Manager
SUBJECT: Discuss Roles and Responsibilities of the Community Health and Senior Service Commission and the Senior Service Committee and Provide Direction to Staff

RECOMMENDATION:

Discuss roles and responsibilities of the Community Health and Senior Service Commission (CHSSC) and the Senior Service Committee and provide direction to staff.

BACKGROUND:

On March 2, 2021, the Town Council held a joint session with the Community Health and Senior Service Commission (CHSSC) to hear the Commission's goals for the coming year. The Council indicated its strong interest in the work of the Commission in light of the inclusion of senior services as a new Council Strategic Priority for FY 2021-2023.

Councilmembers requested that the Commission review the current senior service provision in Town and help identify any gaps that exist in senior services. On June 15, 2021, the Town Council received the Community Health and Senior Service Commission's (CHSSC) assessment report on senior service provision in Los Gatos. At the conclusion of the discussion, Council provided direction to staff to return to Council with recommendations for establishing a Senior Service Committee.

On August 3, 2021, the Town Council adopted a Resolution 2021-035 (Attachment 1) establishing a Senior Service Committee. The Resolution included the following:

PREPARED BY: Arn Andrews
Assistant Town Manager

Reviewed by: Town Manager and Town Attorney

BACKGROUND (continued):

“**WHEREAS**, The Committee should develop a long-term vision and strategic plan through extensive community outreach, including workshops, that would culminate in a comprehensive report of how best to serve the needs of the Town’s older adult community...”

On June 21, 2022, the Town Council unanimously approved the Senior Services Roadmap Goals as recommended by the Senior Service Committee (Attachment 2).

DISCUSSION:

At the August 23rd CHSSC meeting, Commissioners inquired about the future role of the Senior Service Committee given that it appears it has almost completed the mandate per their enabling Resolution. Several Commissioners observed that the Senior Committee appears to be transitioning to implementation in several areas which is not envisioned within that Committee’s Resolution. And lastly, Commissioners opined that if the Senior Committee is to proceed with implementation in certain areas, then the Council should clarify its vision for the role of the CHSSC. Attachment 3 contains the enabling Resolution for CHSSC.

Staff believes Council could consider at least three options to alleviate any confusion regarding roles and responsibilities between the two advisory bodies.

Option 1

Once the Senior Service Committee completes its final Comprehensive Report, the Town Council could establish an implementation committee called the Senior Services Roadmap Implementation Committee that would maintain all the existing members of the current Senior Service Committee and be under the purview of the CHSSC. Since the charter and intent of the Senior Services Committee would have been met, the Council could sunset the existing committee and direct it to move under the oversight of the CHSSC.

Option 2

When initially establishing the configuration of the newly formed Senior Service Committee, it was originally envisioned to include all members of the CHSSC. At the time, staff was concerned about the size of the newly constituted Committee and recommended that only two CHSSC Commissioners be on the Committee who would then report back to the full Commission. Having facilitated the Senior Committee for the past year, staff no longer has concerns about expanding the size of the Committee to include the full membership of the CHSSC.

PAGE 3 OF 3

SUBJECT: Senior Committee and CHSSC Review

DATE: September 7, 2022

DISCUSSION (continued):

Option 3

Council could maintain the existing Committee and Commission structures and provide specific direction on roles and responsibilities through amendments to both of the enabling resolutions.

CONCLUSION:

Council should review the three options and provide direction as to how it wishes to proceed. There may be other alternatives that the Council may wish to explore.

COORDINATION:

This staff report was coordinated with the Town Manager and Town Attorney.

FISCAL IMPACT:

There is no fiscal impact associated with this report.

ENVIRONMENTAL ASSESSMENT:

This is not a project defined under CEQA, and no further action is required.

Attachments:

1. Senior Service Committee Enabling Resolution
2. Senior Service Committee Roadmap Goals
3. CHSSC Enabling Resolution