



## “The City with a Heart”

Bunny Epperson, Chair  
Priscilla Martinez, Vice Chair  
Linda Boscono  
Carolyn Chin  
Liz Hom  
Pam Madden  
Joyce Satow

### MEETING MINUTES

#### Senior Advisory Board January 20, 2026

1. **CALL TO ORDER/ROLL CALL:** **Chair Epperson** called the meeting of the Senior Advisory Board to order at 9:01 a.m. Board Members Present: Chair Bunny Epperson, Linda Boscono, Carolyn Chin, Liz Hom (late), Pam Madden, and Joyce Satow. Excused Absence: Vice Chair Priscilla Martinez. Staff Present: Karlen and Rosin.
2. **PLEDGE OF ALLEGIANCE:** **Chair Epperson** led the Pledge of Allegiance.
3. **APPROVAL OF THE AGENDA:** The Board accepted the agenda.
4. **APPROVAL OF MINUTES:** The Board accepted the minutes of the November 18, 2025 meeting.
5. **PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA:**  
**John Barrelier** stated that Board Members broke their oath when they allowed the Code of Conduct. He spoke about political campaigning and setting up a table to petition against Prop 19.  
  
**Vice Mayor Marty Medina** spoke about Second Harvest on January 28<sup>th</sup> at Belle Air School.
6. **NEW BUSINESS:**
  - a. Receive and File Historical Front Desk Sign-In Data and Monthly Class Attendance for November and December 2025. NOTE: Nutrition Site Report for October, November, and December 2025 will be available at the next scheduled meeting. – **Senior Service Manager Rosin** presented. Question about Book Club numbers in December.
  - b. Report from Nutrition Site Council – **Board Member Madden** stated Freddie's Café was doing very well, but needed volunteers. She asked how much of their money went to the lunch program. Tentative dates for Come Back Bingo are March 29, May 17, September 20, and October 25. Next board meeting would be on February 20. She asked about getting the counter and sink addressed at Freddie's Café. She spoke about the bingo equipment being stored safely. **Community Services Director Karlen** stated that the actual money was defined in the MOU and staff would get that number to her.
  - c. Receive nominations for Senior Advisory Board candidates – **Senior Service Manager Rosin** presented. She stated she had received three applications. **Chair Epperson** asked if there were any floor nominations. No floor nominations.
  - d. Receive and File Final Update on Senior Center Membership 2026 Theme – **Senior Service Manager Rosin** presented the staff report. She thanked the ad-hoc committee. She stated the renewal letters would be mailed by the end of the week. **Chair Epperson** asked for some announcements. **Community Services Director Karlen** stated that the

RAC passes were possible this fiscal year and next fiscal year due to a San Bruno Community Foundation Grant to promote access.

- e. Receive and Provide Feedback on Seat Saving Policy – **Senior Service Manager Rosin** presented the staff report. Discussion about saving a chair for a bag, how special tables were being addressed, reasonable accommodations, names on paper towels, and bingo tables. **Senior Service Manager Rosin** stated that education material would be available by the end of the week.

## 7. UNFINISHED BUSINESS:

- a. Senior Advisory Board applications, candidate forum, and Election – **Senior Service Manager Rosin** stated that there would be a candidate forum on Monday, February 2<sup>nd</sup> with the election on Wednesday, February 4<sup>th</sup>. **Board Member Madden** suggested adding incumbent to applicable candidates.
- b. Ad-Hoc Subcommittee Report Out – Volunteer Appreciation Event – **Senior Service Manager Rosin** stated she would schedule a meeting.
- c. Senior Center Improvements – Design Continues – **Community Services Director Karlen** stated the base project which was the interior of the facility was completely designed. Ten bid alternatives were being worked on by the designer. He stated that estimates would likely be finalized in the month of February. **Board Member Madden** asked why the inside couldn't be completed now. **Community Services Director Karlen** stated they were trying to bundle as much as possible so the facility only needed to be closed once for minimal impact to the seniors. **Board Member Satow** asked about the timeframe. **Community Services Director Karlen** stated everything was tentative on funding and Council approval, but probably summer or early fall.
- d. Holiday Cookbooks- Report Out – **Senior Service Manager Rosin** stated that people were pleased with the final product.

## 8. ITEMS FROM STAFF:

- a. City staff are always available to discuss matters of concern with the public around Senior Services and the San Bruno Senior Center, from informal quick chats to scheduled meetings – the door is always open.
- b. Trader Joes Donations – **Senior Service Manager Rosin** stated that she was waiting to hear back from Peninsula Family Services.
- c. By-Laws Review – Deferred to March – **Senior Service Manager Rosin** outlined the timeline with the draft version to the Board in March and then to Council prior to the April board meeting.
- d. SilverSneakers Program Information – **Senior Service Manager Rosin** announced SilverSneakers had officially started. RAC staff had the ability to look up eligibility status. She stated that an education sheet would be distributed this week.
- e. Staffing Update – **Senior Service Manager Rosin** stated the program coordinator position was currently in a background check. She reviewed the duties of the positions in the office.

## 9. ITEMS FROM BOARD MEMBERS

*This is a report out from board members. No discussion will occur on items reported out by board members unless they are specifically listed for discussion.*

- a. Request from Board Member Hom – Discuss Congregate Lunch Program Policy – Effective Date 12/1/2025 – **Board Member Hom** asked how the policy was being enforced because it didn't appear to be taken seriously. **Senior Service Manager Rosin** responded that enforcement relied on staff and volunteers addressing issues as they arose. If patrons weren't complying, a City staff member should be contacted immediately while the situation was occurring.

**Chair Epperson** asked about County guidance regarding leftover food. **Senior Service Manager Rosin** stated that the food could be donated as long as their hot and cold handling and transportation guidelines were followed. Currently it was going to a USPS location.

**Chair Epperson** explained items that came up during the month should be brought to staff immediately. Board members weren't liaisons for complaints. Complaints should be submitted through existing channels.

**10. ADJOURNMENT:** Meeting was adjourned at 10:23 a.m.