

**REPORT TO MAYOR AND COUNCIL****TO THE HONORABLE MAYOR AND COUNCIL:**

DATE: March 25, 2014

**SUBJECT: APPOINTMENTS TO COMMISSION ON AGING AND THE APPEALS BOARD****Report in Brief**

This report presents the recommendation to make appointments on two of the City's Boards and Commissions:

1. *Commission on Aging* – appoint up to 4 members to serve four-year terms ending June 30, 2015.
2. *Appeals Board* – appoint 1 member to serve a term ending February 28, 2017.

**Background**

A recruitment to fill two unscheduled vacancies on the Commission on Aging and one position on the Appeals Board was announced on December 10, 2013.

**Commission on Aging** – *is comprised of up to 11 members. The Commission currently has only five active members.*

Interviews to fill openings on Concord's Commission on Aging due to the resignation of Suzanne Davis-Lucey and Don Rollins were held on Monday, February 24, 2014 before the Recreation, Cultural Affairs and Community Services Council Subcommittee.

The recruitment announced on December 10, 2013 stated there were two openings on the Commission on Aging for terms ending June 30, 2015 due to the resignation of Suzanne Davis-Lucey and Don Rollins. The staff liaison has since indicated that membership could be increased, and that the City Council should consider appointing up to 4 applicants for this recruitment. The Council has the authority to waive the necessity for the appointees to reapply when the recruitment for the expiring 2015 terms is announced next year.

We will not be announcing another recruitment to fill expiring terms on the Commission on Aging until 2015 when the term of Charles E. Roger is due to expire on June 30, 2015. The terms of remaining members Ben Hornstein, Melvin Lee, Delores Leon, and Diana Pascual will expire on June 30, 2017. Applications were received from Linda Bailey, Lela Elloway, John Fleming and Patricia Lechuga.

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In accordance with the Municipal Code, the membership in this commission is **up** to eleven members. If we do not have an adequate pool of applicants, the Council Committee could appoint a lesser number of members and still be compliant.

The Commission on Aging typically meets on the third Wednesday of each month at 1:30 p.m. at the Concord Senior Center. Members must be residents of Concord holding no other municipal office in the City of Concord. At least 51% of the members shall be over the age of 60.

### **Appeals Board** – *comprised of 5 members*

Interviews were held on March 13, 2014 to fill an unscheduled vacancy on the Appeals Board due to the passing of Robert Delucchi. The Appeals Board is seeking a member willing to serve a three-year term ending February 28, 2017.

The terms of current members Robert Mills and Matt Trost expire on February 28, 2015, with the terms of the remaining members, William M. Abend, AIA and Cesar A. Sifuentes, expiring on February 28, 2017. The terms of the Appeals Board members are staggered to ensure consistency and meets on an as needed basis, which has historically been infrequent. Applications were received from Ron Ragno and John E. Villandre.

### **Public Contact**

News releases announcing openings were issued to the media and our current distribution list. Letters with news releases were sent to various agencies and the neighborhood partnerships in an effort to stimulate interest and broaden our recruitment efforts. Announcements were also posted in the City's agenda display case, Concord TV Cable Channel 28 (Comcast) and Channel 29 (Astound!), Community Bulletin Boards, Concord Senior Citizen's Center, Concord Police Department, Concord Library, and on the City's Internet website.

### **Council Committee Recommendation**

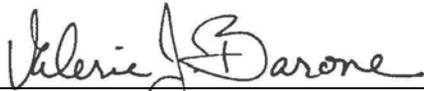
The Council Committee on Recreation, Cultural Affairs and Community Services (RCA&CS) recommends appointing up to four members to serve four-year terms ending June 30, 2015 on the *Commission on Aging*. The Council has the authority to waive the necessity for the appointees to reapply when the recruitment for the expiring 2015 terms is announced next year.

The Council Committee on Infrastructure and Franchise (I&F) recommends appointing one member to serve on the Appeals Board for a term ending February 28, 2017.

**Recommendation for Action**

Staff supports the recommendations of the Council Committees to make the following appointments:

1. *Commission on Aging* – appoint up to 4 members to serve terms ending June 30, 2015, and consider waiving the need to interview the appointees when a recruitment is announced in 2015.
2. *Appeals Board* – appoint one member to serve a term ending February 28, 2017 to ensure continued staggered terms on the Board.



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Attachment 1 - Commission on Aging Applicants Summary

Attachment 2 – Appeals Board Applicants Summary

# Commission on Aging

## Applicants

Members: Up to 11  
Openings: 6  
Term: Four Years  
Membership  
Requirements: Residents of Concord holding no other office in City. At least 51% shall be over age of 60 years.

<b>Name</b>	<b>Occupation Employer</b>
1. Linda Bailey	Retired San Ramon Regional Medical Center
2. Lela Elloway	Home Health Physical Therapist John Muir Health
3. Patricia Lechuga	Licensed Psychiatric Technician Alta Bates Sutter Hospital

# Appeals Board

## Applicants

Members: 5

Openings:

Term: Four Years

Membership

Requirements: Members shall hold no other municipal office in Concord and not be employees of the City of Concord. The Board shall be qualified by experience and training to pass upon matters pertaining to building construction.

<b>Name</b>	<b>Occupation Employer</b>
1. Ronald M. Ragno	Retired Navistar International (Former IH)
2. John Edward Villandre	Building Inspector City of San Pablo