



CITY OF WEST COVINA  
COMMUNITY AND SENIOR SERVICES COMMISSION

TUESDAY, MAY 14, 2024, 6:00 PM

**REGULAR MEETING**

WEST COVINA CITY HALL MANAGEMENT RESOURCE CENTER (MRC) ROOM 314  
1444 W GARVEY AVE. WEST COVINA, CALIFORNIA 91790

**MINUTES**

**Chair Cecilia Munoz**  
**Vice Chair Sherry Fischer**  
**Commissioner Gia Cablayan**  
**Commissioner Hector Diaz**  
**Commissioner Michael Flowers**  
**Commissioner Jennifer Gutierrez**  
**Commissioner Gayle Mason**  
**Commissioner Robert H. Torres**  
**Commissioner Chatur Patel**  
**Commissioner Betty Valles**

**AMERICANS WITH DISABILITIES ACT**

The Commission complies with the Americans with Disabilities Act (ADA). If you will need special assistance at Commission Meetings, please call (626) 939-8433 (voice) or (626) 960-4422 (TTY) from 8:00 a.m. to 5:00 p.m. Monday through Thursday, at least 48 hours prior to the meeting to make arrangements.

**AGENDA MATERIAL**

Agenda material is available for review at the West Covina City Clerk's Office, Room 317 in City Hall, 1444 W. Garvey Avenue and at [www.westcovina.org](http://www.westcovina.org). Any writings or documents regarding any item on this agenda not exempt from public disclosure, provided to a majority of the Commission that is distributed less than 72 hours before the meeting, will be made available for public inspection in the City Clerk's Office, Room 317 of City Hall during normal business hours.

**PUBLIC COMMENTS**  
**ADDRESSING THE COMMUNITY AND SENIOR SERVICES COMMISSION**

Any person wishing to address the Commission on any matter listed on the agenda or on any other matter within their jurisdiction should complete a speaker card that is provided at the entrance to the Council Chambers and submit the card to the Commission Secretary

*Please identify on the speaker card whether you are speaking on an agenda item or non-agenda. Requests to speak on agenda items will be heard prior to requests to speak on non-agenda items. All comments are limited to three (3) minutes per speaker.*

**CALL TO ORDER** at 6:07 p.m. by Chair Munoz

**PLEDGE OF ALLEGIANCE / MOMENT OF SILENT PRAYER** by Chair Munoz

## ROLL CALL

**Commissioners Present:** Commissioners Cablayan, Diaz, Fischer, Gutierrez, Mason, Munoz, Torres Patel and Valles.

**Commissioners Absent:** Commissioners Flowers and Gutierrez.

**Staff Present:** Roxanne E Lerma, Assistant City Manager, Vanessa Ibanez, Community Services Supervisor and Deborah Johnston, Administrative Assistant II.

## ORAL COMMUNICATIONS - Three (3) minutes per speaker

Please state your name and city of residence for the record when recognized by the Commission Chair.

J.D.

## CONSENT CALENDAR

### APPROVAL OF MEETING MINUTES

1) **MARCH 12, 2024, COMMUNITY AND SENIOR SERVICES COMMISSION MEETING MINUTES.**

It is recommended that the Commission approve the Community and Senior Services Commission Meetings for March 12, 2024, Minutes.

Motion By: Commissioner Fischer, 2nd by: Commissioner Valles, motion carried by a vote of 8 to 0 with 2 absent.

AYES: Commissioners Cablayan, Diaz, Fischer, Torres, Patel, Valles, Chair Munoz & Vice Chair Fischer

NOES: None.

ABSENT: Commissioners Flowers and Gutierrez

ABSTAIN: None

## NEW BUSINESS

4) **COMMISSIONER TORRES REQUEST TO DISCUSS ORGANIZING A FAMILY HIKE.**

It is recommended that the Commission receive and file this report.

Motion By: Commissioner Torres, 2nd by: Commissioner Fischer, to create a AD HOC subcommittee called "Family Hike Event" committee. motion carried by a vote of 8 to 0 with 2 absent.

AYES: Commissioners Cablayan, Diaz, Fischer, Torres, Patel, Valles, Chair Munoz & Vice Chair Fischer

NOES: None.

ABSENT: Commissioners Flowers and Gutierrez

ABSTAIN: None

## CONTINUED BUSINESS

### 5) SELECTION OF AD HOC COMMITTEE MEMBERS.

It is recommended that the Commission appoint Commissioners to the below listed sub committees and/or create subcommittees:

- a. Homeless Sub Committee (4 Commissioners)  
Commissioner Gayle Mason, Commissioner Chatur Patel,  
Commissioner Cecilia Munoz, Commissioner Hector Diaz,
- b. Family Hike Event Sub Committee (4 Commissioners)  
Commissioner Robert Torres, Commissioner Sherry Fischer,  
Commissioner Cecilia Munoz, Commissioner Hector Diaz,

### 6) DISCOVER - SENIOR HIGHLIGHT PAGE.

It is recommended that the Commission direct staff on how to proceed.

Motion By: Commissioner Torres, 2nd by: Commissioner Mason, to select Leonard Lopez and Mr. Aceto to be highlighted in the Discover newsletter. motion carried by a vote of 8 to 0 with 2 absent.

AYES: Commissioners Cablayan, Diaz, Fischer, Torres, Patel, Valles, Chair Munoz & Vice Chair Fischer

NOES: None.

ABSENT: Commissioners Flowers and Gutierrez

ABSTAIN: None

## AD HOC COMMITTEE REPORTS

### COMMISSIONERS REPORTS

**Chair Munoz:** Attended the Hike with the Mayor.

**Vice Chair Fischer:** Attended the following events: Easter Eggstravaganza (Cortez park as a volunteer with the Kwianis Club), Arbor Day.

**Commissioner Cablayan:** Attended the Cherry Blossom and Historical society monthly meet & greet.

**Commissioner Torres:** Reminded staff that the West Covina Library will have it's grand opening on June 5, 2024, at 1:30 p.m.

**Commissioner Mason:** Attended the Arbor Day event.

## ITEMS TO BE AGENDIZED

**ADJOURNMENT at 9:25 p.m. by Chair Munoz all in favor.**

**2024 Community and Senior Services Commission Meetings**

Tuesday, July 9, 2024, at 6 p.m.

Tuesday, September 10, 2024, at 6 p.m.

Tuesday, November 12, 2024, at 6 p.m.

Signature  Date: 3/13/2024