



CITY OF HEALDSBURG SENIOR CITIZEN ADVISORY COMMISSION REGULAR MEETING AGENDA

Meeting Date: February 25, 2026

Time: 04:00 PM

City Hall Council Chamber

401 Grove Street

Healdsburg, CA 95448

To join by computer, tablet, or mobile device:

Go to <https://zoom.us/join> and type in the Webinar ID: 815 8894 3494 or follow this link:
healdsburg.gov/zoom (Pre-registration for the meeting is not required.)

1. CALL TO ORDER

1.a Roll Call

1.b Pledge of Allegiance

1.c Changes (Deletions) to Agenda

1.d Approval of Agenda

2. CITY COUNCIL LIAISON REPORT

3. ANNOUNCEMENTS/PRESENTATIONS

4. PUBLIC COMMENTS ON ITEMS ON NON AGENDA ITEMS

This time is set aside to receive comments from the public regarding matters of general interest not on the agenda but related to Commission business. Pursuant to the Brown Act, however, the Senior Citizen Advisory Commission cannot consider any issues or act on any requests during this comment period.

5. OLD BUSINESS

5.a Compassionate Communities Initiative; When The Time Comes Pilot Program Update

Receive an update on the Compassionate Communities Initiative, When the Time Comes, and provide feedback to staff.

6. NEW BUSINESS

6.a Election of Chair and Vice Chair for 2026

7. INFORMATION AND REPORT OF COMMUNITY SERVICES ACTIVITIES

8. COMMISSION REPORTS ON MATTERS OF INTEREST

9. ADJOURNMENT

AMERICANS WITH DISABILITIES ACT ACCOMMODATIONS

Any member of the public who needs accommodations should email Community Services at communityservices@healdsburg.org or call 707-431-3301. Staff will use their best efforts to provide reasonable accommodations to provide as much accessibility as possible while also maintaining public safety in accordance with the city procedure for resolving reasonable accommodation requests. All reasonable accommodations offered will be listed on the city website at <https://www.ci.healdsburg.ca.us/406/ada---public-accessibility>.

SB 343 - DOCUMENTS RELATED TO OPEN SESSION AGENDAS: *Any writings or documents provided to a majority of the Senior Citizen Advisory Commission Commission regarding any item on this agenda after the posting of this agenda and not otherwise exempt from disclosure, will be made available for public review at the Community Services Department Office located at the Abel De Luna Community Center, 1557 Healdsburg Avenue, Healdsburg, California during normal business hours. If supplemental materials are made available to the members of the Arts and Culture Commission at the meeting, a copy will be available for public review at the meeting location.*

These writings will be made available in appropriate alternative formats upon request by a person with a disability, as required by the Americans with Disabilities Act.



**CITY OF HEALDSBURG
SENIOR CITIZENS ADVISORY COMMISSION
AGENDA STAFF REPORT**

MEETING DATE: Wednesday, February 25, 2026

SUBJECT: Compassionate Communities Initiative; When The Time Comes Pilot Program Update

PREPARED BY: Anna Grant, Active Adult and Senior Services Supervisor

STRATEGIC INITIATIVE(S):

- Provide resident-driven community services

RECOMMENDED ACTION(S):

Receive an update on the Compassionate Communities Initiative, When the Time Comes, and provide feedback to staff.

BACKGROUND:

The Senior Center acts as a vital community resource, providing information on a wide range of age-related topics, concerns, and needs.

Senior Center staff provide compassionate support and guidance to community members navigating profound, often challenging, end-of-life and future care decisions during the weekly inquiries that occur at the Senior Center.

Following an initial meeting with community member and death doula Taya Levine, and subsequent outreach to Senior Center members, staff presented an idea for a program that would support end-of-life planning and presented this concept to the Senior Citizens Advisory Committee in January 2025 for feedback. In February 2025, the Senior Citizens Advisory Commission adopted the Compassionate Communities pilot program as a goal. On April 28, 2025, the City Council held a full-day retreat to review and establish the City Goals for Fiscal Year 2025-26. At this retreat City Council identified the program as a goal with formal adoption in June 2025.

The Senior Citizens Advisory Commission created a Compassionate Communities ad-hoc committee (“Committee”) for this goal with a focus on developing a program scope, structure, and funding mechanism to provide resources, services, and assistance for end-of-life planning. The Committee includes staff Anna Grant, Active Adult and Senior Services Supervisor, Recreation Coordinator Yaquelin Buenrostro, community member and project lead Taya Levine, and Senior Citizens Advisory Commissioners Cindi Brown and Barbara Erickson.

During an in-depth discovery and development process, the Committee validated community needs, sourced materials and resources, met with the Latino community to clarify specific needs, and explored funding resources, all of which led to a new program concept termed “When the Time Comes”. The three-service-center program concept seeks to provide peace of mind to participants who are facing end-of-life situations by:

- Empowering choices
- Providing assistance in navigating the end-of-life journey
- Providing guidance through the healing process.

The Senior Citizens Advisory Commission received the “When the Times Comes” draft pilot program presentation at the November 12, 2025, meeting, and recommended to City Council that City Council endorse the launch of the program in January 2026. City Council received the Compassionate Communities Initiative, “When the Time Comes,” at the December 1, 2025, meeting and directed staff to launch the “When the Time Comes” pilot program.

DISCUSSION/ANALYSIS:

The next steps outlined in the program launch for the When the Time Comes include several key areas that are a part of today's update:

- Building Run My Village Software,
- Building Compassion Language and Messaging,
- Program Services and Offerings
 - o Program cadence
 - o Compassion Coordinator
 - Space
 - Hours

Building Run My Village Software:

Research into software applications for the When the Time Comes program led to the discovery of a volunteer management tool called Run my Village. This application supports event and workshop management, provides member case management, automates the volunteer system, and enables financial tracking and reporting. Consultant Levine and staff Grant are working with City of Healdsburg Information and technology staff to build the RunMyVillage software platform to support program activities. Website design is estimated to take up to 60 days and should be operational by early Spring 2026.

Building Compassion Language & Messaging:

The creation of program messaging and brand images led to the program name; "When the Time Comes" and materials were created to support this brand such as a one-page informational flyer, business cards, purchase of the url “whenthecomes.com”, and most recently a tri-fold brochure.

The Healdsburg Tribune featured 'When the Time Comes' as the cover story for its January 15th edition. Consultant Levine wrote this initial piece, which we intend to be the first in a series focused on end-of-life preparations and education. These articles aim to educate the community and foster dialogue on death and dying.

Program Services and Offerings:

The Healdsburg Tribune's January 15th cover story immediately triggered a wave of inquiries from residents calling to join the program shortly after publication. The two most frequently asked questions of Senior Center users, and community members who read the Tribune article are: “When is the first class?” and, “Where can I sign up for help?”

Program Cadence:

Staff recommends a monthly program rotation based on the Senior Center’s class calendar. Under this framework, the Senior Center will host one educational seminar followed by one compassion-focused offering, such as a grief or bereavement session. Between these scheduled events, the Compassion Coordinator will maintain dedicated office hours to provide direct guidance and support to drop-in program participants.

The Compassion Coordinator

The Compassion Coordinator needs a space or 'Compassion Corner' at the Senior Center to meet with interested participants. This welcoming space will offer a relaxing environment with comfortable chairs, a lending library, and helpful branded resources. It will also serve as a home base for the Coordinator to host drop-in hours and connect participants to needed services. Staff is working to bring a Compassion Corner space to life by transforming the current lending library and puzzle area into a Compassion Corner by early Spring.

ALTERNATIVES:

Do not move forward with implementing the next phase of development of the program and provide direction to staff.

ATTACHMENT(S):

Tri-fold brochure



WHEN THE TIME COMES
 Healdsburg's end-of-life
 resource center

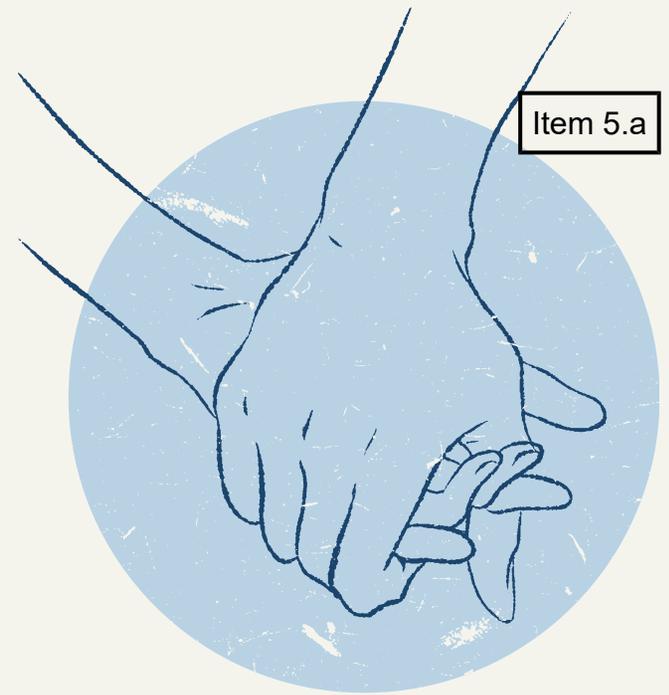
We're *connecting neighbors*
 to information and support,
 mobilizing *a network of*
compassion and reclaiming
 death as a *human experience.*



Held by
community
and powered by
compassion.

WHEN THE TIME COMES is a City of Healdsburg initiative, hosted by the Healdsburg Senior Center and made possible through the generosity of local funders and donors.

When The Time Comes
 Healdsburg Senior Center
 133 Matheson St., Healdsburg
 XXXXXXXXXX



What if...

no one faced the end alone?

care was our final gift?

compassion was our legacy?



WHEN THE TIME COMES
 Plan. Prepare. Be Supported.



Choices

Understand and document your wishes for end-of-life now, before crisis hits. Learn more about what needs to be done and what options are available to you.

- Advanced Directives
- Trusts & Wills
- Digital Legacy and Organization
- Financial Preparation
- Final Arrangements
- Judgement-Free Community Conversations

We can connect you with trusted professionals, but leave legal or financial advice to the people who know it best.



Navigating

When the time comes, presence matters most. Our volunteers offer practical and emotional support so no one has to face the end alone.

- Transportation
- Meal Delivery
- Sitting Vigil
- Circles of Care
- End-of-Life Doulas

This is where giving and receiving meet, and neighbors show up for neighbors to create a circle of compassion and care.



Being Supported

After loss, both grief and practical tasks demand attention. You don't have to do it all on your own. Our community resources help you manage the details and find comfort through connection.

- Estate Settlement
- Bereavement Support
- Checklists
- Moral Support

Everyone deserves peace of mind now and when the time comes.

Learn more at XXX XXX XXX.