



**City of Menifee
Senior Advisory Committee
Meeting Agenda
Tuesday, October 28, 2014**

**City Council Chambers
29714 Haun Road
Menifee, CA 92586**

10:00 a.m. Regular Meeting

*THE PURPOSE OF THE SENIOR ADVISORY COMMITTEE MEETINGS ARE TO CONDUCT THE CITY'S
BUSINESS*

PLEASE SEE OUR DECORUM POLICY NOTES AT THE END OF THIS AGENDA

AGENDA

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. FLAG SALUTE**
- 4. AGENDA APPROVAL OR MODIFICATION**
- 5. PRESENTATIONS**

Senior Low Vision Kit (Community Access Center)

Riverside County Office on Aging (Services Summary)

- 6. PUBLIC COMMENTS (non-agenda items only)**

- 7. APPROVAL OF MINUTES**

7.1. Minutes of September 30, 2014

7.2. Minutes of October 14, 2014

- 8. DISCUSSION ITEMS**

8.1. Speakers' Forum Discussion

8.2. Strategic Planning Workshop (cont.)

➤ Priority and Goal Setting

9. COMMUNITY SERVICES DIRECTOR COMMENTS

10. COMMITTEE MEMBER COMMENTS

11. FUTURE AGENDA REQUESTS FROM COMMITTEE MEMBERS:

Items Scheduled for Future Agendas:

- RTA Presentation
- Sun City Commercial Zone Improvement Discussion

12. ADJOURNMENT

Decorum Policy Notes

Please use a speaker request form when you wish to address the Committee

The Committee anticipates and encourages public participation at its Committee meeting, both on agenda items and during the public comments period. Please use respect by not having your cell phones on, refrain from talking in the audience or outbursts that may be disruptive. While we encourage participation, we ask there be a mutual respect for the proceedings.

Staff Reports

Materials related to an item on this Agenda, including those submitted to the Committee after distribution of the agenda packet, and are available for public inspection by contacting Jenn Allen, Deputy City Clerk, at (951) 672-6777 during normal business hours.

Compliance with the Americans with Disabilities Act

If you need special assistance to participate in this meeting, you should contact Jennifer Allen, Deputy City Clerk, at (951) 672-6777. Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting.

**City of Menifee Senior Advisory Committee
Regular Meeting Minutes
September 30, 2014**

1. CALL TO ORDER

Committee Chair Gloria Sanchez called the meeting to order at 10:05 AM

2. ROLL CALL

Present were: Committee Chair Gloria Sanchez, Committee Vice-Chair Ken Woytek, Committee member Ruth Goulet, Committee member Victoria Arendain, Community Services Director Robert Lennox, Senior Administrative Analyst Allen Yun, and Management Analyst Margarita Cornejo.

3. AGENDA APPROVAL OR MODIFICATION

As Posted

4. PRESENTATIONS

Senior Low Vision Tool Kit (Community Access Center)

Community Access Center presenter was unavailable; presentation to be re-scheduled for future Senior Advisory Committee meeting.

5. PUBLIC COMMENTS (non-agenda items only)

Jackie Haas – resident, expressed her concerns with existing squatter situation and feels government isn't being supporting to senior community which is vulnerable.

Phil Hogan – resident, of community of 315 homes also expressed his concern over housing situation faced by many seniors.

6. APPROVAL OF MEETING MINUTES

6.1. Minutes of August 26, 2014

Motion for approval of August 26, 2014 minutes was made by Committee Member Ruth Goulet.

Motion was seconded by Committee Vice-Chair Ken Woytek.

Motion was unanimously approved.

6.2. Minutes of September 16, 2014

Motion for approval of September 16, 2014 minutes was made by Committee Member Ruth Goulet.

Motion was seconded by Committee Vice-Chair Ken Woytek.

Motion was unanimously approved.

7. DISCUSSION ITEMS

7.1. Senior Communications: City Senior Webpage

Community Services Director Robert Lennox provided a summary and general outline of the existing city webpage, and description of planned city webpage re-design including planned sections/areas regarding senior issues.

Committee Chair Gloria Sanchez indicated she would encourage residents to email staff with any suggestions for additional areas/issues to incorporate into webpage. Also, stated it would be beneficial to include listing and information on local agencies, care program, adult protection services, legal services, home support services and other similar resources available to senior residents.

Committee Vice-Chair Ken Woytek indicated it may be beneficial to include hyperlinks to activities/programs.

Committee Chair Gloria Sanchez indicated still would like to address bus shelter needs.

7.2. Sun City Care Giver Ordinance Discussion

Community Services Director Lennox provided a brief staff report on existing caregiver ordinances adopted by local government agencies as well as a brief synopsis on the history of caregiver ordinances.

Committee member Victoria Arendain asked if there are any specific requirements to be qualified as a caregiver.

Community Services Director Lennox indicated this varies depending on specific community, but can incorporate things like age restrictions.

Committee member Ruth Goulet indicated that based on her communication with the public, she has received a 50% in favor and 50% against having City involved in caregiver regulation.

Committee Vice-Chair Ken Woytek stated he feels there should be some form of definition distinguishing qualified caregivers.

Committee Chair Gloria Sanchez indicated she feels caregiver issue is an important issue for all seniors, and provides security for caregiver services. Some form of caregiver guidelines should be established to provide security and protection to those who need caregiver services.

Lynne Rowe - resident, inquired if the two ordinances provided are the only two agencies that have such ordinances, if Riverside County had such an ordinance, and if a proposed ordinance for the City has been developed. She also feels the government, including state government, should be more involved with addressing issue.

Community Services Director Lennox confirmed that based on immediate research, yes those were the only two agencies in California with caregiver ordinances, and Riverside County does not presently have a caregiver ordinance.

Committee Chair Gloria Sanchez indicated a draft ordinance has not been developed as this will first require community input.

Annette Pellegrino - resident, had a question regarding having doctor's permit(s). Also stated that she feels there should be some form of licensing to be qualified as a caregiver.

Andrea Owens – resident and part of Board of Directors with Patio Homes, indicated it may be beneficial to collaborate with healthcare professionals who have experience working with caregivers.

Norman Vigna – resident, expressed he feels true concern is really an enforcement issue, which will require definition of caregiver role, and require someone to address when violations are being made. Perhaps the City could provide citations for violations.

Committee Chair Gloria Sanchez indicated residents really need to look at HOAs and Board of Directors as first approach to address these issues.

Norman Vigna – resident, stated he feels HOAs don't really enforce, and often Board of Directors don't want to create any problems.

Committee Chair Gloria Sanchez indicated resident could report issues to property management company.

Maggie Gamillo - with HomeInstead, discussed her experience in the past with company that does not follow due diligence of caregiver assignment. Also often see many situations where people will move in with kids and other family members ultimately resulting in fiscal abuse and elder abuse. HomeInstead has had some success in reducing this by partnering with gated communities.

Phil Hogan – resident and part of Board of Directors of ACC, estimated 300 homes, stated he is concerned about caregivers bringing in family and significant others. However, some of the younger people providing caregivers services are actually also working and truly helping seniors.

Committee member Victoria Arendain asked if seniors have had these type of discussions with their corresponding HOAs.

Committee member Ruth Goulet wondered how many HOAs actively enforce code compliance, have clearly defined set of by-laws defining age restrictions, and if the by-laws have penalties for violations.

Jackie Haas – resident, indicated that typically there is only response to address complaints until direct complaints to the local agencies are made.

Committee Chair Gloria Sanchez stated it may be beneficial to have HOAs come together and discuss what type of rules, and by-laws are in place.

Committee Vice-Chair Ken Woytek indicated it may be beneficial to have organize discussion in a workshop setting.

Community Services Director Lennox stated Committee may consider recommendation to do a full and complete workshop on the subject.

Committee Chair Gloria Sanchez indicated Committee will be looking into when a workshop can be set up.

Annette Pellegrino - resident, indicated that code enforcement in senior areas is difficult because there are many single seniors who are alone.

Norman Vigna – resident, indicated he felt workshop idea is almost unreasonable, and a series of workshops would be a better idea, thereby conducting to a slower process where the community can work together.

Committee Chair Gloria Sanchez indicated she agreed a series of workshop meetings would be best approach.

Andrea Owens – resident and part of Board of Directors with Patio Homes, indicated she still feels the main issue is about enforcement.

Committee Chair Gloria Sanchez stated the planned workshop(s) will be announced, but it is important HOAs are involved in communicating. The City cannot get involved in HOA and property management practices or selection. Residents may also want to reach out to HOAs to advise about the workshop dates.

Committee member Victoria Arendain stated she was surprised the City cannot be involved with HOAs.

Community Services Director Lennox indicated that the City can only be involved with respect to property conditions, not actual operation of HOAs.

Committee Chair Gloria Sanchez indicated she feels an information exchanges between the HOAs may help improve the existing situation. However, City does not have jurisdiction over HOAs.

Maggie Gamillo - with HomeInstead, stated she feels it's important to have a clear message, similar to neighborhood watch, alerting caregivers that community is watching.

8. COMMUNITY SERVICES DIRECTOR COMMENTS

8.1. Capital Improvement Update

Senior Administrative Analyst Allen Yun provided a summary of recent capital improvements completed.

8.2. Kay Cenicerros technology Upgrades

Community Services Director Lennox indicated wi-fi will be installed within Kay Cenicerros Senior Center by October 2014. Also, City is working with center staff on setting up a computer lab around November.

8.3. Events and Activities

Senior Administrative Analyst Allen Yun provided information on upcoming events including: City Birthday Bash to take place October 4th, Thanksgiving Dinner at Kay Cenicerros Senior Center on November 22nd, and Breakfast with Santa on December 6th.

Committee Chair Gloria Sanchez mentioned the Menifee Valley Community Cupboard with be collecting food in front of stores on October 31st.

9. COMMITTEE MEMBER COMMENTS

Committee member Ruth Goulet indicated she would like information on senior communities and estimated senior population. Also requested estimate on planned workshop(s).

Community Services Director indicated, first workshop would be planned for October and second workshop would be planned for November.

Committee member Ruth Goulet made a motion for the first caregiver workshop on October 14, 2014 at 10:00 am.

Committee Vice-Chair Ken Woytek seconded the motion.

Motion was unanimously approved.

Committee member Ken Woytek reminded everyone a candidates' forum was scheduled for October 9th at Paloma Valley High School at 6:00 pm. Also wanted to state that Committee has had some discussion regarding alternate transportation services, such as exploring trolley services, and community input would be great.

Committee member Ruth Goulet stated she would like to have the Committee address economic development specifically with relation to commercial development along McCall Boulevard.

Committee Chair Gloria Sanchez indicated the Committee should try to maintain its focus on senior needs.

10. FUTURE AGENDA REQUESTS FROM COMMITTEE MEMBERS:

Items Scheduled for Future Agendas:

- RTA presentation
- Speakers' Forum for Seniors
- Senior Low Vision Kit

11. ADJOURNMENT

Committee Chair Gloria Sanchez adjourned the meeting at 11:40 am.

Margarita Cornejo, Management Analyst

**City of Menifee Senior Advisory Committee
Special Meeting Minutes
October 14, 2014**

1. CALL TO ORDER

Committee Chair Gloria Sanchez called the meeting to order at 10:03 AM.

2. ROLL CALL

Present were: Committee Chair Gloria Sanchez, Committee Vice-Chair Ken Woytek, Committee member Chuck Reutter, Committee member Ruth Goulet, Committee member Victoria Arendain, Community Services Director Robert Lennox, Senior Administrative Analyst Allen Yun, and Management Analyst Margarita Cornejo.

3. AGENDA APPROVAL OR MODIFICATION

As Posted.

4. PRESENTATIONS

None.

5. PUBLIC COMMENTS (non-agenda items only)

6. DISCUSSION ITEMS

6.1. Workshop on Caregiver Ordinance

- Registry
 - a. Background Check
 - b. Caregiver Definition
 - c. Permit Application
 - d. Fees
 - e. HOA Reporting
 - f. Public Comment
- Enforcement
 - a. Penalties/Fines
 - b. Revocation/Renewal
 - c. Public Comment

Committee Chair Gloria Sanchez introduced Community Services Director Robert Lennox.

Community Services Director Robert Lennox provided an introductory summary of the purpose of the workshop and caregiver ordinances adopted by El Dorado and Napa counties.

Committee Chair Gloria Sanchez indicated the purpose of on ordinance would be to provide guidelines for HOAs, and implementing as a citywide ordinance would be beneficial.

Community Services Director Lennox indicated marketing workshops and informing the community regarding proposed ordinance would be important to emphasizing the importance of the issue.

Committee Vice-Chair Ken Woytek indicated the issue has universal applicability as it can affect people of all ages, such as disabled persons.

Committee member Ruth Goulet asked if the City has an occupancy ordinance.

Community Services Director Lennox indicated no the City does not presently have an occupancy ordinance.

Nan Miller – resident, stated she feels education is the most important item with respect to the issue, as there are duplication of efforts and it should be first up to the HOAs and individual persons to address these issues.

Paul Dziuban – with HomeInstead, stated he feels that with an ordinances there would be several ramifications to it. He understands both sides of the argument, and there are individuals who need help through the process. Caregiver companies provide oversight of caregivers, and is unsure where an ordinance would fit in.

Lynn Rowe- resident, indicated there is state home registry system and state rule 5111 governs HOAs. However, the issue with HOAs and young people living in senior communities is that HOAs don't truly have any enforcement capacity. Rule 5111 does not provide for enforcement ability, leaving HOAs to have to really look at their adopted rules and regulations.

Committee Chair Gloria Sanchez indicated all HOAs are under the Davis-Sterling Act, and can adopt additional rules and regulations. Perhaps it would be beneficial to have representation of all HOAs at workshops discussions.

Maggie Gamillo- with HomeInstead, provided example of HOA and community working together, where HomeInstead provided information on specific caregivers showing proactive efforts in monitoring caregivers.

Committee member Ruth Goulet asked if in the situation described community was a gated community.

Maggie Gamillo – with HomeInstead, confirmed it was a gated community. However, adjustments/modifications could be made for non-gated communities.

Laura Nunez-Westhoven – resident of Casa Murrieta community, indicated many seniors cannot afford HomeInstead, so often times many caregivers being used are not licensed or are also elderly. Also, feels education should be an emphasis to make senior residents more aware of issue.

Committee Chair Gloria Sanchez stated she also feels education is key to making efforts successful. All agencies and groups involved need to come together to identify what roles each is playing; need to educate senior population on all resources available.

Leslie Covey – Kay Cenicerros Senior Center Director, stated they receive constant requests for caregivers, and center staff has always had a concern about unlicensed caregivers. Senior center allows for reputable organizations/agencies provide information on services.

Grant Yoders – resident, concerned about passage of ordinance. With relation to manufactured/mobile home residences regulations there are caregiver rules, however, there are still things that are missed. Ultimately, the difficulty of passing an ordinance would be enforcement.

Community Services Director Lennox indicated that enforcement would be the key issue with many of the agencies. Most enforcement is reactionary and in case of caregiver ordinance it would be heavily reliant on reporting because things like elder abuse are not easily visible. Staff could meet with different HOAs in development of ordinance.

Lynn Rowe- resident, stated she would like to keep discussion open to HOA boards and community at-large.

Pat – resident, stated Boards often do not enforce rules, and speaking on behalf of Ms. Jackie Haas, who was unable to attend meeting, it is hard to get people to want to serve on HOA boards. Ultimately, residents may want to look into changing existing HOA boards.

Committee Chair Gloria Sanchez indicated the City cannot solve problems with the HOAs; that would be an issue that would have to be resolved by individual memberships.

Committee member Ruth Goulet stated she attended a meeting in Lake Elsinore with Assemblywoman Melissa Melendez and discussed incorporating enforcement into Davis-Sterling Act. If HOA members had a right to sue their HOA Board for failing to follow through with its fiduciary duty. Perhaps it would be beneficial for City met with HOAs.

Greg August – Councilmember and resident, stated he was disappointed SCCA did not attend the workshop. Also indicated it may be good to include medical community to provide insight on how to address caregivers. Perhaps having a central organization established to oversee issue would be a possible solution. Also indicated he does favor City involvement in discussion of issue.

Nan Miller - resident, stated that from her experience with non-profit and 501(c) organizations there are options for memberships to replace boards.

Committee Chair Gloria Sanchez indicated she could provide an organization in San Bernardino/Riverside County that may be help with issue. With respect to discussion of enforcement, it may be too early.

Community Services Director Lennox stated staff would recommend setting up a new meeting, maybe within two weeks timeframe, for discussion with HOAs.

Committee member Ruth Goulet indicated she feels many seniors will not attend City Hall or Senior Center for workshops; it is important to reach out to church pastors as many seniors communicate with pastors frequently.

Committee Member Chuck Reutter stated he would like to make sure that any hearing and disability issues are appropriately addressed during meetings.

7. COMMUNITY SERVICES DIRECTOR COMMENTS

None.

8. COMMITTEE MEMBER COMMENTS

Committee Vice-Chair Ken Woytek stated he agrees a larger venue will be needed to accommodate for discussion of ordinance.

Committee Chair Gloria Sanchez indicated that caregiver discussion was a request by community, and by at least researching issue City is doing its due diligence. Also feels that Inter-Faith Council may be a good resource for reaching out to the community.

Committee member Victoria Arendain stated she would like to remind everyone to vote.

Committee member Ruth Goulet asked if a date for meeting with HOAs should be set.

Community Services Director Lennox clarified this would be difficult to do at that time as meeting date and time would be contingent on availability of HOAs. However, when meeting date/time was finalized it would be published through various mediums to ensure community is aware.

Mr. Tom Bloom, Director of Advance Planning for Miller-Jones Mortuary, wanted to express he feels Senior Advisory Committee is doing a great job in discussion of caregivers.

9. FUTURE AGENDA REQUESTS FROM COMMITTEE MEMBERS:

Items Scheduled for Future Agendas:

- Speakers' Forum for Seniors
- RTA Presentation
- Senior Low Vision Kit (Community Access Center)
- Office of Aging Presentation on Services

10. ADJOURNMENT

Committee Chair Gloria Sanchez adjourned the meeting at 11:19 am.

Margarita Cornejo, Management Analyst

CITY OF MENIFEE

SPEAKERS' FORUM DISCUSSION

MEETING DATE: October 28, 2014
TO: Committee Chair and Committee Members
PREPARED BY: Robert Lennox, Community Services Director
SUBJECT: Speakers' Forum Discussion

RECOMMENDED ACTION

That the Senior Advisory Committee:

1. Discuss and identify tentative topics/issues to be included as part of Speakers' Forum to be held at Kay Cenicerros Senior Center

DISCUSSION

The possibility of hosting speakers' forum on various subjects/issues has been included as an item for future discussion at previous Senior Advisory Committee meetings. By hosting speakers' forum meetings, different and specific senior issued could be highlighted, helping further address senior needs.

The Kay Cenicerros Senior Center would serve as a good meeting location to hold the speakers' forum throughout the year, as many senior residents frequent the center for participation in the center's activities/programs.

1. It is staff's recommendation the Committee discuss and identify tentative topics/issues to be included as part of Speakers' Forum to be held at Kay Cenicerros Senior Center.

FISCAL IMPACT

None.

ATTACHMENTS

None.

CITY OF MENIFEE

SENIOR ADVISORY COMMITTEE STRATEGIC PLANNING WORKSHOP (CONTINUED)

MEETING DATE: October 28, 2014

TO: Committee Chair and Committee Members

PREPARED BY: Robert Lennox, Community Services Director

SUBJECT: Senior Advisory Committee Strategic Planning
Workshop (Continued)

RECOMMENDED ACTION

That the Senior Advisory Committee:

1. Continue review and prioritization of Senior Needs and Issues Discussion Items Summary from August 26, 2014 Workshop

DISCUSSION

At the August 26, 2014 Senior Advisory Committee meeting, the Committee identified key discussion items for future meetings and commenced the process of reviewing and prioritizing the items. By conducting a strategic planning special workshop soon after the Committee's inception, the Committee has been able to develop an organized plan of action on what, when, and the priority of existing senior needs and issues will be discussed at future meetings. At the conclusion of the August 26, 2014 the highest priority items were identified and then included in following committee meetings/workshops.

A summary of the key senior needs and issues discussion items, as identified by the Committee, and ranked so far as of the August 26, 2014 meeting, has been prepared and updated by staff and provided to the Committee for review/discussion.

It is staff's recommendation the Committee continue its review and prioritization of the balance of senior needs and issues discussion items identified and determine rankings for each item with respect to future discussions agenda.

FISCAL IMPACT

None.

ATTACHMENTS

1. Updated Senior Needs and Issues Discussion Items Summary

City of Menifee: Senior Advisory Committee
 Planning Workshop (Continued) (October 28, 2014)
 Senior Needs and Issues Discussion Items Summary



<u>Item Number</u>	<u>Topic</u>	<u>Committee Member</u>	<u>Item Description</u>	<u>Priority Ranking</u>	<u>Main Category</u>	<u>Notes</u>
1	Communication	2013 Senior Needs Assessment Survey	Discuss Enhancing and expanding existing communication methods to seniors: senior dedicated webpage, newsletters, email alerts.	2	Communication	Next Agenda. Discussed in SAC meeting.
2	Directory/Resource Guide	2013 Senior Needs Assessment Survey	Discuss developing a central directory/resource guide for senior residents.		Directory/Resource Guide	
3	Emergency Response Program	Ken Woytek	Discuss establishing emergency response programs and benefits to individual and senior community as a whole.		Emergency Preparedness	
4	Public Safety Issues	Ken Woytek	Discuss improving additional efforts individual residents/business owners can take to prevent home invasions, vandalism, carjackings		Public Safety	
5	Senior Center Programming	Ken Woytek	Review existing programming at senior center and discuss updating/changing/adding new programming reflective of the senior community's interests		Senior Center Programming	
6	Social and Recreational Opportunities	2013 Senior Needs Assessment Survey	Expand existing social and recreational opportunities available to seniors. Discuss adding free fitness classes at senior center, providing subject specific classes/services on topics like: financial planning, emergency preparedness, using PCs, smartphones, and tablets. Establish cultural program led by senior authorities.	3	Social and Recreational Opportunities	
7	Transportation	2013 Senior Needs Assessment Survey	Discuss Improving transportation options for seniors. Review existing resources available and potential collaborations.	1	Transportation	Next Agenda. Discussed in SAC meeting/ workshop.
8	Golf Cart Accessibility	Chuch Reutter	Discuss/review golf cart accessibility throughout City.	1	Transportation	Group with #7. Discussed in SAC meeting/ workshop.
9	Develop/Expand Senior Volunteer Opportunities	Ken Woytek	Establish different senior volunteer program opportunities, including emergency preparedness, volunteers for aquatics programs		Volunteer Opportunities	

City of Menifee: Senior Advisory Committee
 Planning Workshop (Continued) (October 28, 2014)
 Senior Needs and Issues Discussion Items Summary



<u>Item Number</u>	<u>Topic</u>	<u>Committee Member</u>	<u>Item Description</u>	<u>Priority Ranking</u>	<u>Main Category</u>	<u>Notes</u>
10	Water Conservation	Ruth Goulet	Discuss water conservation throughout community	N/A	Other	Requested be removed from future discussion at 7/22/2014 SAC meeting.
11	Technology Enhancements at Senior center	Victoria Arendain	Review technology enhancement to senior center	1	Other	Discussed in SAC meeting/ workshop.