



**City of Menifee
Senior Advisory Committee
Meeting Agenda
Tuesday, September 22, 2015**

**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. PRESENTATIONS**
None
- 5. APPROVAL OF MINUTES**
 - 5.1. Minutes of August 25, 2015**
- 6. AGENDA APPROVAL OR MODIFICATION**
- 7. PUBLIC COMMENTS (non-agenda items only)**
- 8. DISCUSSION ITEMS**
 - 8.1. Senior Services section of City webpage: Review and Updates**
 - Discuss and review the Senior Services section of City webpage
 - 8.2. Committee Strategic Plan**
 - Re-review the Committee's Strategic Planning guide, as last reviewed by the Committee during the March 24, 2015 meeting; and based on the discussion set upcoming Committee goals and objectives for 2015-2016.

- Review 2014/2015 Committee Accomplishments

8.3 Senior Symposium

- Discuss and propose preferred Senior Symposium topic ideas and frequency of Senior Symposium.

9. COMMUNITY SERVICES DIRECTOR COMMENTS

9.1. Department Update

- Senior Center Grandparents Day
- Confirm Park tour scheduled for October 7, 2015 from 9:30 am – 11:30 am.

10. COMMITTEE MEMBER REPORTS ON COMMITTEE ACTIVITIES

11. FUTURE AGENDA REQUESTS FROM COMMITTEE MEMBERS:

Items Scheduled for Future Agendas:

- PEG – Public Access Channel Programming
- Friends and Neighbors Program
- ADA/Mobility Equipment in ROW and Sidewalks
- Review HOA lists
- RTA Senior Trolley

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 Jen 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
August 25, 2015**

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, Committee member Chuck Reutter, Community Services Director Robert Lennox, Senior Administrative Analyst Allen Yun, Management Analyst Margarita Cornejo, Community Services Supervisor Jason Hendrix, Community Services Coordinator Erica Toney and seven (7) members of the public.

3. FLAG SALUTE

1. PRESENTATIONS

Detective Phillip Pico- Riverside County Sheriff's Department

Detective Pico with Riverside County Sheriff's Department provided a brief presentation on current fraud scams targeting senior citizens.

2. APPROVAL OF MINUTES

2.1. Minutes of Jun 23, 2015

A motion to approve the minutes of the June 23, 2015 Meeting was made by Committee member Goulet.

Motion was seconded by Committee member Woytek.

Motion was unanimously approved.

Votes were as follows:

Ayes: Arendain, Goulet, Reutter, Sanchez, Woytek

Noes: None

Absent: None

3. AGENDA APPROVAL OR MODIFICATION

As posted.

4. PUBLIC COMMENTS (non-agenda items only)

Paige Leemhuis— resident, stated concerns regarding City liability insurance requirements restricting services at the Kay Cenicerros Senior Center, as a resulting

in the loss of Samba instructor. She also stated she had concerns with the lack of janitorial services for the Kay Cenicerros Senior Center.

Rita Bronson– resident, stated concerns regarding Family Services Association volunteer responsibilities, as well as air conditioning at the Kay Cenicerros Senior Center.

5. DISCUSSION ITEMS

5.1. Computer lab Programming Review

- Review and discuss computer lab programs.

Community Services Supervisor Hendrix provided staff report with current scheduling of programs offered at the Kay Cenicerros Senior Center computer lab with August attendance records.

Committee member Reutter indicated he would like to see Windows 10 upgrade.

Committee member Arendain indicated she would like to see a schedule of classes posted in the computer lab.

5.2. Facility Tour Scheduling

- Discuss and confirm preferred date for a comprehensive tour of public park facilities in the City of Menifee.

Community Services Director Lennox requested all committee members to email him with available dates for a final date to be in September or October.

5.3. FSA Contract Renewal

- Recommend City Council authorize City manager to enter into Professional Services Agreement with FSA.

Community Services Director Lennox provided a staff report regarding the proposed Professional Services Agreement with FSA.

Committee member Arendain stated she had visited the Kay Cenicerros Nutrition program and commented that fresh fruit was not served. She requested a copy of the Nutrition requirements from Office on Aging be available for review.

Votes were as follows:

Ayes: Arendain, Goulet, Reutter, Sanchez, Woytek

Noes: None

Absent: None

6. COMMUNITY SERVICES DIRECTOR COMMENTS

6.1. Department Update

- Senior Center Renovation Update
- Senior Center programs
- Senior Center Excursions

Community Services Director Lennox provided an update on the Senior Center Renovation, interior and exterior, projects, highlighting that all the renovations are in the final process of wrapping up and expected to be finalized the end of August.

Community Services Supervisor Hendrix provided an update on current Senior Center programs and highlighted new classes offered with the Community Services Department yoga, dance and computer classes.

Committee member Reutter, suggested to add a Facetime and Skype class.

Committee member Arendain committed that she has volunteer in the computer lab on two occasions and would like to a public printer available.

Community Services Coordinator Toney provided an update on current Senior Center Excursions. For the month of August, 10 participants visited Sea Port Village and 9 participants are enrolled for August 31, Price is Right Trip.

7. COMMITTEE MEMBER REPORTS ON COMMITTEE ACTIVITIES

Committee member Goulet mentioned concerns regarding the homeless in Sun City.

8. FUTURE AGENDA REQUESTS FROM COMMITTEE MEMBERS:

Items Scheduled for Future Agendas:

- Senior Trolley/Transportation
- Public Safety Presentation
- Computer Lab Programming Review
- Senior Website Updates: Calendar of Events
- PEG – Public Access Channel Programming
- Committee Meeting Dates – Offsite Meetings
- “Friends and Neighbors” Program
- ADA/Mobility Equipment in ROW and Sidewalks

- HOA Lists for City of Menifee

9. ADJOURNMENT

Committee Chair Sanchez adjourned the meeting at 11:30 am.

Erica Toney, Community Services Coordinator

CITY OF MENIFEE

SENIOR SERVICES SECTION OF CITY WEBPAGE REVIEW AND UPDATES

MEETING DATE: September 22, 2015

TO: Committee Chair and Committee Members

PREPARED BY: Erica Toney, Community Services Coordinator

REVIEWED BY: Jason Hendrix, Community Services Supervisor
Robert Lennox, Community Services Director

SUBJECT: Senior Services Section of City webpage review and updates

RECOMMENDED ACTION

Review and discuss the City of Menifee's Senior Services Section of the City webpage, and provide input for additions/changes.

DISCUSSION

As of September 17, 2015, the City of Menifee's city webpage has been designed to include a Senior Services section with the following focus subsections:

- Senior Publications
 - Kay Cenicerros Monthly Newsletter
- Senior Resources
 - Listing of local senior specific agencies
 - "Menifee Senior Guide"
- Senior Events
 - Will be updated upon approval of future flyers for special events; Senior Dances, Trips, Workshops, Education classes
- Kay Cenicerros Senior Center
 - Listing of daily activities

The Senior Services section of the City website has been designed and updated reflecting the input provided in the past by the Committee.

At this time staff is requesting the Committee review and discuss the existing Senior Services section of the City webpage, and provide input for additions/changes.

FISCAL IMPACT

None

ATTACHMENTS

None

CITY OF MENIFEE

SENIOR ADVISORY COMMITTEE STRATEGIC PLANNING: 2015-2016 GOALS AND OBJECTIVES

MEETING DATE: September 22, 2015

TO: Committee Chair and Committee Members

PREPARED BY: Erica Toney, Community Services Coordinator

REVIEWED BY: Jason Hendrix, Community Services Supervisor
Robert Lennox, Community Services Director

SUBJECT: Senior Advisory Committee Strategic Planning: 2015-
2016 Goals and Objectives

RECOMMENDED ACTION

That the Senior Advisory Committee revisit the Committee's Strategic Plan, as last reviewed by the Committee during the March 24, 2015 meeting; and based on the discussion set upcoming Committee goals and objectives for 2015-2016. Additionally, that the Committee review its accomplishments during the 2014-2015 year.

DISCUSSION

At the March 24, 2015 Senior Advisory Committee meeting, the Committee reviewed the Strategic Plan as established by the Committee during its initial meetings in the fall of 2014. During its first year the Plan has served the Committee as a roadmap for important discussion items. Establishing Committee annual goals and objectives will help the Committee gauge its progress in addressing the topics identified within the Plan.

It is staff's recommendation the Committee revisit the Committee's Strategic Plan, as last reviewed by the Committee during the March 24, 2015 meeting; and based on the discussion set upcoming Committee goals and objectives for 2015-2016. Additionally, that the Committee review its accomplishments during the 2014-2015 year.

FISCAL IMPACT

None.

ATTACHMENTS

Strategic Plan Guide

City of Menifee: Senior Advisory Committee
 Planning Workshop (Continued) (September 22, 2015)
 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) (September 22, 2015)
 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.

CITY OF MENIFEE

SENIOR SYMPOSIUM

MEETING DATE: September 22, 2015

TO: Committee Chair and Committee Members

PREPARED BY: Erica Toney, Community Services Coordinator

REVIEWED BY: Jason Hendrix, Community Services Supervisor
Robert Lennox, Community Services Director

SUBJECT: Senior Symposium

RECOMMENDED ACTION

Discuss and propose preferred Senior Symposium topics and frequency of program meeting needs.

DISCUSSION

During its first year of formation the Senior Advisory Committee has expressed interest in exploring the possibility of establishing a senior symposium focused on various issues/topics specific to seniors. Through this lecture series, senior residents would be provided with opportunities to become more informed about important issues affecting seniors, as discussed during many Committee meetings. At the request of the Committee, staff has compiled a list of viable discussion topics that may be candidates for a symposium program in Menifee.

- Senior Fraud
- Digital Literacy
- Legal Assistance
- Senior Employment
- Senior Abuse
- Tax Assistance
- End of Life Planning
- Care Giver Resources

It is staff's recommendation the Committee collectively review the proposed topics, identify additional topics, and discuss a tentative schedule, including frequency of meetings, for the proposed senior symposium.

FISCAL IMPACT

None

ATTACHMENTS

None