



**City of Menifee
Senior Advisory Committee
Meeting Agenda
Tuesday, February 23, 2016**

**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 January 26, 2016**
- 6. AGENDA APPROVAL OR MODIFICATION**
- 7. PUBLIC COMMENTS (non-agenda items only)**
- 8. DISCUSSION ITEMS**
 - 8.1. Senior Symposium**
 - Review the proposed 2016 Senior Symposium Series
 - 8.2. HOA Contact Letter and Fact Sheet**
 - Review and approve letter and flyer for Outreach Volunteer
 - 8.3. Senior Health, Wellness & Fitness Fair Discussion**
 - Committee booth discussion

9. COMMUNITY SERVICES SUPERVISOR COMMENTS

9.1. Department Update

10. COMMITTEE MEMBER REPORTS ON COMMITTEE ACTIVITIES

11. FUTURE AGENDA REQUESTS FROM COMMITTEE MEMBERS:

Items Scheduled for Future Agendas:

- PEG – Public Access Channel Programming
- ADA/Mobility Equipment in ROW and Sidewalks
- Establish senior friendly parks (staff to provide findings of research – guest speakers)
- PRTC & SAC Discussion on Parks
- Senior Website presentation and updates
- Review of potential amenities as part of Menifee Valley Hospital Grant
- Prepare a resource directory for seniors
- Finalize 2016 goals and objectives

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
January 26, 2015**

1. CALL TO ORDER

Committee Chair Gloria Sanchez called the meeting to order at 10:00 AM.

2. ROLL CALL

Present were: Committee Chair Gloria Sanchez, Committee Vice-Chair Ken Woytek, Committee Member Ruth Goulet, Committee member Chuck Reutter, Committee member Victoria Arendain, Community Services Supervisor Jason Hendrix, Community Services Coordinator Erica Toney and thirteen (13) members of the public.

3. FLAG SALUTE

4. PRESENTATIONS

Community Services Supervisor Jason Hendrix- Introduction of the Community Services Departments two new staff members: Bruni Reyes- Administration Analyst and Joe Solano- Parks Landscape and Maintenance Superintendent.

5. APPROVAL OF MINUTES

5.1. Minutes of September 22, 2015

A motion to approve the minutes of the September 22, 2015 Meeting was made by Committee member Goulet.

Motion was seconded by Committee member Woytek.

Motion was unanimously approved.

6. AGENDA APPROVAL OR MODIFICATION

As posted.

7. PUBLIC COMMENTS (non-agenda items only)

None

8. DISCUSSION ITEMS

8.1 Committee Strategic Plan

- Update the Committee's Strategic Planning guide, as last reviewed by the Committee during the September 22, 2015 meeting review achievements for 2014-2015, set upcoming Committee goals and objectives for 2015-2016.

Committee Chair Sanchez requested staff prepare a yearend report summarizing the Committees achievements for 2014-2015. Committee requested revisit this on a future meeting.

Committee Chair Sanchez requested all committee member to email Community Services Coordinator Toney with any topic they are requesting to be added to the 2015-2016 Strategic Plan.

8.2 Menifee HOA Listing

- Review Menifee HOA listing prepared by staff and identify 55+ communities for desired future outreach.

Committee Chair Sanchez announced that a volunteer, resident Jenny Heimbold has come forward to assist staff with identifying any additional HOA's and to provide outreach to each HOA to arrange hosting a SAC meeting.

8.3 Resource Guide

- Discuss and identify the need for a senior specific resource guide.

The committee collectively agree a Menifee specific senior resource guide is needed.

Committee Chair Sanchez requested staff to look into marketing cost and staff to research additional senior resources for the guide.

8.4 Election of Officers to SAC

- Conduct Senior Advisory Community Annual elections for Committee Chair and Vice Chair offices for 2016 term, pursuant to Resolution No. 14-362.

Committee member Goulet made a motion to re-elect Committee Chair Gloria Sanchez and Vice Chair Ken Woytek.

Committee member Arendain seconded the motion.

Motion was unanimously approved.

8.5 Appointment of Representatives to MCAC

- Appoint (2) two representatives from the Senior Advisory Committee to serve on the Menifee Citizen Advisory Committee for the 2016 term.

Committee member Goulet made a motion to re-appointment Committee Chair Gloria Sanchez and Vice Chair Ken Woytek.

Committee member Arendain seconded the motion.

Motion was unanimously approved.

9. COMMUNITY SERVICES SUPERVISOR COMMENTS

a. Department Update

- Spring Fest Flyer
- Spring Camps

- February Focus
- Free classes offered at MSJC

10. COMMITTEE MEMBER REPORTS ON COMMITTEE ACTIVITIES

- Committee Chair Gloria Sanchez informed the committee on her work with Office on Aging, Supervisor Marion Ashley and CalFire to present a workshop on senior emergency preparedness and on Scams targeting seniors.
- Committee member Chuck Reutter informed the committee of his involvement in Community Action Partnership and the current vision grant available.

11. 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

12. ADJOURNMENT

Committee Chair Sanchez adjourned the meeting at 10:59 am.

Erica Toney, Community Services Coordinator

CITY OF MENIFEE

SUBJECT: Senior Symposium
MEETING DATE: February 23, 2016
TO: Committee Chair and Committee Members
PREPARED BY: Erica Toney, Community Services Coordinator
REVIEWED BY: Jason Hendrix, Community Services Supervisor
APPROVED BY: Robert Lennox, Community Services Director

RECOMMENDED ACTION

For the committee to review and approve the future Senior Symposium topics, dates, and presenters.

DISCUSSION

During the September 22, 2015 meeting, the Senior Advisory Committee established a list of senior symposium 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 Committee meetings. At the request of the Committee, staff has compiled a list of viable discussion topics, dates, and presenters for the symposium program in Menifee. This series will be offered at the Kay Cenicerros Senior Center.

) Memory Screening	Dr. Schwartz	March 31
) Emergency Preparedness	Riverside Office on Aging	April 7
) Digital Literacy	Brail Institute	May 12
) Senior Fraud/Scams	Riverside Office on Aging	June 9
) End of Life Planning	Evans Brown Mortuary	TBD
) Senior Safe Driving	CHP- Officer Mike Lassig	TBD
) Caregiver 101	TBD	TBD

FISCAL IMPACT

None

ATTACHMENTS

None

CITY OF MENIFEE

SUBJECT: Homeowners Association Letter and Fact Sheet

MEETING DATE: February 23, 2016

TO: Committee Chair and Committee Members

PREPARED BY: Erica Toney, Community Services Coordinator

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

RECOMMENDED ACTION

Senior Advisory Committee to review and approve the attached outreach letter and flyer which Senior Advisory Committee appointed volunteer Jenny Heimbold and Community Services staff will utilize in meetings with Meniffee HOAs.

DISCUSSION

Staff has created an informational letter and flyer to be utilized during outreach to local senior specific HOA communities. Volunteer Jenny Heimbold, and Community Services staff will contact the HOA listing provided to the Committee at the January 26, 2016 meeting, to discuss potential on site SAC meetings, on site Senior programming, and to provide HOA partners with a general understanding of the function of the SAC.

Meetings with local HOAs will commence the week of March 7 and will continue for several weeks. Mrs. Heimbold and staff will provide a recap to the Committee at the March and April meetings.

FISCAL IMPACT

None.

ATTACHMENTS

HOA Letter and Flyer



February 18, 2016

Dear Menifee HOA,

Scott A. Mann
Mayor

The City of Menifee's Senior Advisory Board is networking with local 55+ communities to expand the outreach of the Senior Advisory Committee (SAC).

Greg August
Mayor Pro Tem

SAC was formed two years ago to serve as an advisory committee for the City Council of Menifee in policy matters pertaining to the senior residents of Menifee. City Council reviews recommendations made by SAC after reviewing proposals for programs, projects and facilities as they pertain to and enhance the quality of senior living within Menifee.

Matthew Liesemeyer
Councilmember

Lesia Sobek
Councilmember

SAC is working on additional outreach to our senior residents, the Committee is requesting your support by providing SAC an opportunity to host a SAC meeting at your property. This would provide direct contact for your residents to participate in a SAC meeting and an opportunity to provide feedback to staff and SAC members on desired senior services, concerns or programs.

John V. Denver
Councilmember

SAC meetings are held the 4th Tuesday of each month, typically at City Council Chambers located within City Hall at 10:00 am. This is a public meeting and all Menifee residents are encouraged to attend. SAC meetings include valuable information on City services, presentations from outside agencies and guest speakers.

SAC is eager to meet the needs of Menifee residents and your support will assist with this. If you are interested in hosting a SAC meeting or would like SAC to present at your HOA board meeting please contact Jason Hendrix Community Services Supervisor at (951) 723-3880 or via email at jhendrix@cityofmenifee.us

For more information on the Senior Advisory Committee (SAC) and city-wide senior programs and services, please visit our website at www.cityofmenifee.us.

We look forward to working with you.

Sincerely,

Jason Hendrix
Community Services Supervisor
29995 Evans Rd.

Jenny Heimbald
Senior Advisory Committee
Appointed Outreach Volunteer

29714 Haun Road
Menifee, CA 92586
Phone 951.672.6777
Fax 951.69.3843
www.cityofmenifee.us

Get involved in your community!



City of Menifee Senior Advisory Committee (SAC)

"Open to the Public"

- ◆ Meets the 4th Tuesday of every month at 10:00 am at Menifee City Hall (29714 Haun Road, Menifee CA 92586)
- ◆ Meetings include Informative presentations and discussions on senior topics/issues, such as: Transportation, senior resources, senior center, caregivers, etc.
- ◆ Public is encouraged to attend!

Upcoming Meetings:

February 23, 2016

March 22, 2016

April 26, 2016

May 24, 2016

For Additional Information
visit: www.cityofmenifee.us

CITY OF MENIFEE

SUBJECT: Senior Health Fair Discussion

MEETING DATE: February 23, 2016

TO: Committee Chair and Committee Members

PREPARED BY: Erica Toney, Community Services Coordinator

REVIEWED BY: Jason Hendrix, Community Services Supervisor

APPROVED BY: Robert Lennox, Community Services Director

RECOMMENDED ACTION

For the Committee to discuss, approve, and move forward with a plan to have an informational booth at the upcoming Kay Cenicerros Senior Health, Wellness, and Fitness Fair, and identify specific roles for each Senior Advisory Committee (SAC) member during the event.

DISCUSSION

The Kay Cenicerros Senior Health, Wellness, and Fitness Fair will be held May 23, 2016 from 10:00 am to 2:00 pm. Several agencies will be in attendance to provide information specific to seniors including: transportation services, senior fitness opportunities, senior health care, and many more. The Senior Advisory Committee will have an opportunity to promote its mission and goals to the 55 and better community at this inaugural event. Staff are expecting a large turnout as marketing efforts are already underway, and the response has been extremely positive. In addition to the many agencies providing information at the event, several senior specific health screenings will be available on site including: blood pressure, balance, and cholesterol tests. A free lunch will be provided to all in attendance, courtesy of Evans Brown Mortuary.

FISCAL IMPACT

None

ATTACHMENTS

None