



Commissioners Present:	Commissioner Wanda Buck Commissioner Bobbi Estrada Commissioner Alma Garcia Commissioner Grant McCauley Commissioner Sam Orme Commissioner Carolyn Seeger Commissioner Nancy Toledo
Excused:	None
Councilmember(s)	Lisa M. Gillmor, Mayor
Staff:	Kimberly Castro, Recreation Manager Jennifer Herb, Recreation Supervisor
Guests:	Frank Kadlecek, Sourcewise Representative

Matters for Council Action: None

1. Call to Order/Roll Call

The meeting was called to order by Chair Bobbi Estrada at 10:04 a.m.

2. Approval of the Agenda

On a motion by Commissioner Buck, and seconded by Commissioner Seeger, the agenda was approved (6-1). The Commission opened a discussion regarding the order of the agenda. Commissioner Orme would like Commissioner Reports to appear earlier in the agenda. Chair Estrada asked that it be added to the March Agenda.

3. Approval of January 22 meeting minutes

On a motion by Commissioner McCauley, and a second by Commissioner Toledo, the Commission approved (5-0-2) the minutes for the regular meeting.

4. Correspondence/Communications –

- A. Recreation Supervisor Herb informed the Commission about the File of Life Program. Forms are available online or can be obtained at any Santa Clara Fire Department fire station.
- B. Mayor Gillmor informed the Commission that there will be a large 35 acre park at the new City Center site in North Santa Clara and the Mayor urged the Commission to stay engaged as the project develops.

5. Old Business

- A. Senior Needs Assessment – Key Findings Report
 - i. Recreation Manager Castro shared with the Commission that the Community Partner Key Findings meeting was very successful. Applied Survey Research shared key

findings from the Senior Needs survey that took place during 2017 spring and summer. Partners were asked to draw upon their experience and to reflect on the most pressing needs and gaps in services affecting the older adult population, to share model practices, and to provide priority policy and program strategies for the City of Santa Clara to address the unmet needs of older adults. Commission Garcia commented that a more sophisticated data analysis is needed, and suggested that looking for breakdown of ethnicity by percentage might be helpful.

- B. Commission Fiscal Year 2017-18 Work Plan & Goals
- i. Support Health and Wellness Fair (Commissioner McCauley) – Commissioner McCauley informed the Commission that 24 exhibitors have RSVP'd thus far to have a resource table at the fair. He asked that the Commission provide the following assistance:
 - Man a Senior Advisory Commission booth
 - Pass out event evaluations and meal tickets to exhibitors
 - Act as Greeters at the beginning of the event
 - Assist patrons with their lunchA couple of Commissioners asked about the possibility of a shuttle, as a way to help with parking. Supervisor Herb informed the Commission that she'd look into it.
 - ii. Promote Elder Fraud Workshops Quarterly (Commissioners Estrada/Garcia) – Supervisor Herb informed the Commission that she's working with the IT Department to offer an internet safety workshop at the end of March.
 - iii. Develop opportunities to promote Brain Health for seniors (Commissioners Orme/Buck) – Commissioner Orme and Buck met with Health & Wellness Coordinator von Kugelgen to discuss ways to partner with the Health & Wellness team and promote Brain Health. There is an upcoming opportunity to sponsor an upcoming Senior Center Cinema, showing "Walk with Me," a Journey into Mindfulness.
 - iv. Champion Age-Friendly Initiative (All) – Recreation Manager Castro informed the Commission that the Senior Needs Assessment will be utilized to continue the Age-Friendly Initiative.

6. New Business - none

7. Staff Reports

- A. Recreation Supervisor Herb informed the Commission that staff from the Parks and Recreation Department took part in the Community Point of Distribution (CPOD) Training, where they learned how to set-up and manage a CPOD in case of a disaster. Commissioner McCauley inquired about CPOD training being offered at the Senior Center, and Recreation Manager Castro asked that the Senior Center host a disaster preparedness training workshop to start with.
- B. Recreation Supervisor Herb reminded the Commission about the upcoming Showtime performances on March 2, 3, and 4.
- C. Recreation Manager Castro shared information about upcoming Community Meetings regarding a smoking ordinance update that will include cannabis usage.
- D. Recreation Manager Castro updated the Commission on the Community Recreation and Aquatic Center Project. Staff has been tasked to determine the right size of the project as well as explore the idea of a tax measure for the November ballot. Currently the men's shower facility at the ISC is out of service and portable trailers have been brought in to provide showers until the facility can be repaired
- E. Recreation Manager Castro informed the Commission that the Homeridge Park

- schematic design will be considered by the Park and Recreation Commission.
- F. Recreation Manager Castro informed the Commission that the Parks and Recreation Department will be using a tool called the Kitchell Report as a way to identify deficiencies in parks, park buildings, and park facilities, and provide a roadmap to prioritizing such deficiencies.
 - G. Recreation Manager Castro informed the Commission that beginning in April, there will be a new format for Commission meetings. The format will include Action Minutes and audio recording of the meetings.

8. Commissioner Reports

- A. Commissioner Orme informed the Commission that he will be attending a seminar on Mindfulness and Stress Reduction. Commissioner Orme also inquired about the Senior Nutrition Program and asked that someone come and speak about the program at the next Senior Advisory Commission meeting in March.
- B. Commissioner Toledo shared that the Library has a new Bookmobile that will be present at the Health & Wellness Fair on May 18.
- C. Commissioner Buck inquired about the possibility of an activity involving both the Youth Commission and the Senior Advisory Commission. Recreation Supervisor Herb informed the Commission that she's working the Youth Commission Staff Liaison, Jon Kawada, to schedule a joint dinner with the two Commissions.
- D. Commissioner Estrada informed the Commission that she's sitting on the Ad-hoc Advisory Districting Committee regarding splitting the city into two voting districts. The Ad-hoc committee will hold four public hearings; consider input from the public; review recommendations from the demographer; and, based on public input and professional recommendations, provide a recommendation to the City Council on one draft map providing two districts of equal population. The Committee will also consider input on the sequencing.

9. Conference and Attendance Reports

- A. Recreation Supervisor Herb informed the Commission that she and other Senior Center staff will be attending a Senior Bullying training on March 15.

10. Public Presentation

- A. Sourcewise representative Frank Kadlecsek shared with the Commission that the 2017/2018 Area Plan on Aging is available online at www.mysourcewise.com. Frank who is also a volunteer with AARP in the Tax Assistance Program at the Senior Center, informed the Commission that they have processed 300 returns to date, and are on track to meet last year's number of 1,200.

11. Adjournment

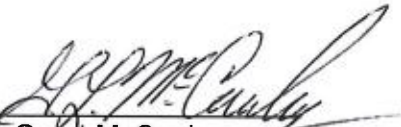
On a motion by Commissioner Garcia and seconded by Commissioner Toledo, the Commission (7-0) adjourned the meeting at 12:10 p.m.

Prepared by:



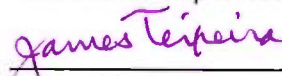
 Jennifer Herb
 Recreation Supervisor

Reviewed by:



 Grant McCauley
 Commission Secretary

Submitted by:



 James Teixeira
 Director of Parks and Recreation