



SENIOR COMMISSION MEETING

MONDAY, JANUARY 7, 2013 - 4:30 P.M.

Los Altos Senior Center Room 11
Hillview Community Center
97 Hillview Avenue, Los Altos, California

ESTABLISH QUORUM

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Members of the audience may bring to the Commission's attention any item that is not on the agenda. Please complete a "Request to Speak" form and submit it to the Staff Liaison. Speakers are generally given two or three minutes, at the discretion of the Chair. Please be advised that, by law, the Commission is unable to discuss or take action on issues presented during the Public Comment Period. According to State Law (also known as "the Brown Act") items must first be noticed on the agenda before any discussion or action.

SPECIAL PRESENTATION

ITEMS FOR CONSIDERATION/ACTION

1. Commission Minutes
Approve minutes of the regular meeting of December 3, 2012
2. Senior Commission 2012/13 Work Plan
Review and discuss status of 2012/13 work Plan
3. Public Education Programs
Review and discuss potential co-sponsorship of educational programs

INFORMATIONAL ITEMS

4. Modernization Senior Center
Receive staff reports regarding status of modernization plans
5. Senior Scholarship
Receive staff report regarding scholarship applications

6. Santa Clara Council on Aging Advisory Board
Receive report on December 2012 and January 2013 meetings
7. Santa Clara County Public Health Department Senior Nutrition Workshops
Receive informational flyer on planned workshops
8. Monthly Staff Report
Receive information and announcements from City staff

COMMISSIONERS' REPORTS AND COMMENTS

POTENTIAL FUTURE AGENDA ITEMS

ADJOURNMENT

SPECIAL NOTICES TO PUBLIC

In compliance with the Americans with Disabilities Act, the City of Los Altos will make reasonable arrangements to ensure accessibility to this meeting. If you need special assistance to participate in this meeting, please contact the City Clerk at least 48 hours prior to the meeting at (650) 947-2720.

Agendas, Staff Reports and some associated documents for Senior Commission items may be viewed on the Internet at <http://www.losaltosca.gov/committees-commissions/senior/index.html>

If you wish to provide written materials, please provide the Commission Staff Liaison with **10 copies** of any document that you would like to submit to the Commissioners in order for it to become part of the public record.

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, and that are distributed to a majority of the legislative body, will be available for public inspection at the Recreation Office, City of Los Altos, located at 97 Hillview Avenue, Los Altos, California at the same time that the public records are distributed or made available to the legislative body.

For other questions regarding the meeting proceedings, please contact the City Clerk at (650) 947-2720.

MINUTES OF A SPECIAL MEETING OF THE SENIOR COMMISSION OF THE
CITY OF LOS ALTOS/ TOWN OF LOS ALTOS HILLS, HELD ON
MONDAY, DECEMBER 3, 2012 AT 4:34 P.M. AT HILLVIEW COMMUNITY CENTER,
97 HILLVIEW AVENUE, LOS ALTOS, CALIFORNIA, 94022

ROLL CALL

PRESENT: Commission Members Jenney, Popell, Tiemann, Seddiqui, Palmer, Pelham, De Mare, Smith.

ABSENT:

PLEDGE OF ALLEGIANCE

Chair Jenney led the pledge of allegiance to the flag.

SPECIAL PRESENTATIONS

Naomi Pease, American Red Cross Silicon Valley Program Manager and Lois Adams, Board of Director discussed programs and challenges of emergency preparedness for seniors.

PUBLIC COMMENT

1. Commission Minutes

Motion by Tiemann seconded by De Mare to approve the minutes of the November 5, 2012 regular meeting as written. Motion passed unanimously.

DISCUSSION ITEMS

2. Public Education Programs

Unanimous decision to co-host a falls prevention and emergency preparedness presentation on Thursday, April 18, 2013 at 1:00 – 2:30pm at the Los Altos Library.

3. Senior Center Refurbishing Progress Update

Received staff report

4. Senior Commission 2012-2013 Work Plan Progress

Reviewed and discussed 2012-2013 Work Plan.

5. Announcements and Items for Information

A) Senior Commission Publicity

Articles to be written and received pertinent to senior issues.

B) Santa Clara Council on Aging Advisory Board Report

Written report by Commissioner Tiemann.

COMMITTEE REPORTS AND DIRECTIONS ON FUTURE AGENDA ITEMS

Pedestrian Master Plan Update.

Senior Scholarship Update.

ADJOURNMENT

Chair Jenney adjourned the meeting at 6:18 p.m.

Candace Bates
Senior Center Recreation Coordinator
Liaison to the Senior Commission

DRAFT

Los Altos Senior Commission – 2012-2013 Work Plan
2012-2013 Council Approved Goals and Projects

Goals	Projects
1	GOAL 1. Transportation – Study issues involving bus transportation for seniors. - Complete (Tanya DeMare and K. Gabrielle Tiemann) a. Benches at Bus Stops (DeMare/Tiemann to follow up with staff) By July 1, 2012: 1) DeMare and Tiemann to meet with Staff in mid July. - completed 2) Contact VTA re: 1) Most widely used routes (2) Feasibility of installing bench/benches - Tiemann contacted VTA and received information on widely used routes. - completed 3) Research the Feasibility/Cost/Process of installing benches and use of grant funds. 4) Validate the need for benches for seniors – Pelham created research binder; given to staff. 5) Identify the location of Los Altos/Los Altos Hills bus stops and which ones have (and don't have) benches – Tiemann contacted VTA and received a print out of bus stops and bench locations. (DeMare/Tiemann)
2	GOAL 2. Provide resources for age-friendly home/condo construction. - Complete (Tanya DeMare and K. Gabrielle Tiemann) a. Compile a listing of resources identifying age-friendly design elements - Complete (DeMare/Tiemann) By July 1, 2012: Discuss with staff to determine how and to whom to disseminate list of resources – 1) DeMare and Tiemann to meet with Staff in mid July. 2) A future informational brochure or handout will be created for Age-friendly residential design and construction (includes ADA compliance) to be distributed to architects and contractors in Los Altos Hills - Completed November, 2012 1) An Age-Friendly Design Element is available for public consumption on the City of Los Altos Senior Commission webpage and Town of Los Altos Hills website, or at the front counters. Information is also available through the Town of Los Altos Hills Planning and Building Dept and The City of Los Altos building Division. (DeMare/Tiemann)

3	GOAL 3. Refresh/modernize Senior Center. (Kathy Seddiqui) a. Meet with staff to assess needs of Senior Center b. Contact local designers for possible donation of design plans for center c. Contact furniture stores for possible donations of new furniture and/or accessories (Seddiqui)	By June 2012: 1) Create a list of possible local designers to ask for design plans for the Senior Center 2) Contact designers for design plans for the Senior Center By December 2012: 1) Create a list of furniture stores that may donate furniture to implement design plans for the Senior Center 2) Contact furniture stores for the donations of furniture (Seddiqui)
4	GOAL 4. Collaborate with the Senior Center on a variety of educational programs. - Complete (Anabel Pelham and Catherine Popell) a. Meet with Senior Center staff to assess the needs and scheduling for a senior lecture series COMPLETE b. Explore the no-cost Stanford University Falls Prevention Program (Pelham) COMPLETE c. Explore a Senior lecture series (Pelham/Popell) COMPLETE	By June 2012: COMPLETE Explore options for cost recovery venues for senior lecture series (Library, Town of Los Altos Hills, Main Street Café, State Street Bike Shop, etc.) - completed Invite a representative of the Stanford University Falls Prevention Program to make a presentation to the Commission in order to review its feasibility as an educational program for the Senior Center. Speaker for the Stanford Falls Prevention will present at the Senior Commission Meeting of September 10, 2012. (Pelham/Popell) By August 2012: COMPLETE Have begun to contact possible local speakers with topic expertise, about presenting a lecture in the series (Example: reverse mortgages, health issues, etc.). By November 2012 Co-Sponsor Age Well Drive Smart and a Medicare Changes and Updates Presentation. (Pelham/Popell/staff)

5	GOAL 5. Determine if there are gaps in the Emergency Preparedness Programs as they relate to seniors; for example Red Cross, first responders, etc. (Anabel Pelham and Catherine Popell) a. Explore how LA/LAH presently encourage seniors to participate in Emergency Preparedness classes - COMPLETE b. Investigate the Intergenerational Emergency Preparedness Project developed by SFSU Gerontology Graduate students (Pelham/Popell)	By June 2012: COMPLETE Attended a Red Cross focus group on senior emergency preparedness. At her request given the name of facilitator to J. Logan. - Complete Mike Sanders and George Hurst, Emergency Services Coordinators, Santa Clara County Fire Department will present to the Senior Commission at the October 1, 2012 meeting. - Complete Contact the SFSU Gerontology Program Graduate Student team that developed the Intergenerational Emergency Preparedness Project for Los Altos and invite them for a presentation to the Senior Commission. – Complete Invite the American Red Cross to present to the Senior Commission at the November 5, 2012 meeting – Complete April 2013: Co-sponsor a joint fall-prevention, personal emergency preparedness presentation (Pelham/Popell/staff)
6	GOAL 6. Continue to update Senior Resource Manual. (Kathy Seddiqui) a. Update senior resource manual annually or as needed b. Solicit feedback from users c. Update the Chamber of Commerce annual brochure (Seddiqui)	By December 2012: 1) Review and update all service provider information 2) Add or subtract service providers as necessary 3) Print any updates to the Senior Resource Manuals 4) Update resource books in all locations (Senior Center, Los Altos City Hall, Town of Los Altos Hills Recreation and Chamber of Commerce) 5) Review and add or subtract Senior Resource Manual locations 6) Insert a feedback page in Senior Resource Manuals and City and Town websites

		7) Update City and Town websites to reflect updates (Seddiqi/staff)
7	GOAL 7: Explore research and program development grants and contracts aimed at helping older individuals. (Anabel Pelham)	a. Research grant opportunities (Pelham) By August 2012: 1) Grant process categories and questions developed and will be submitted to City Finance staff in June or July to discuss. 2) Study the Foundation Center's offerings of potential grants and contracts that would serve older persons. Place the emphasis on the eight Age-Friendly Cities criteria 3) Share findings with the Commission and staff (Pelham/staff)
8	GOAL 8. Share with appropriate city officials the results of our after-dark downtown grid lighting surveys. (Karen Jenney and Anabel Pelham)	a. Walking Survey project (Jenney, Pelham) By May 1, 2012 and November 1, 2012: Share with staff any after-dark lighting safety issues found during next walking surveys in the downtown grid December 5, 2011: Senior Commission meeting with Jim Gustafson and reported on the follow-up progress being made on the Walking Survey results Oct. 29, 2011: Walking Survey done and given to Jim Gustafson, Engineering Services Manager for the City of Los Altos
9	GOAL 9. Identify and/or coordinate common senior initiatives with other agencies that involve senior initiatives (that come within the scope of duties or purposes of Senior Commission). (Linda Smith)	a. Senior Commissioners will attend any meeting of organizations/commissions/committees as invited and/or appropriate and bring that By June 1, 2012: Review Agendas and Minutes of those organizations that meet Goal 9. If a Senior issue is on the Agenda or Minutes, the assigned Commissioner(s) will attend relevant meetings and report back to the Commission Review organizations that support Seniors in the City of Los Altos/Town of Los Altos Hills and

	information back to the Senior Commission	assign Commissioners to other organizations that may have come up Annually review and assign or reassign commissioners to various groups as deemed necessary
10	GOAL 10. Provide Senior Scholarships to encourage Senior Center involvement for those financially challenged.	
	a. Have up to eight \$200.00 scholarships per year in Los Altos utilized	By September 1, 2012 1) Simplify and modify application process 2) Present modified process to City Council 3) Reach out to previous applicants that could now qualify 4) Publicize the scholarship availability
11	GOAL 11. Document Age-Friendly Community Events for future reporting. (Linda Smith)	
	a. Maintain a hard and soft copy record of all Age-Friendly Community Events	By December, 2012 1) Organize and maintain a record of all Age-Friendly Community Events. 2) Compiled Commission history. (Smith)

"Eat Healthy, Eat Smart Nutrition Workshop for Seniors"

At Town Park Towers

Beginning January 8, 2013

Courses Offered:

- **Make MyPlate Your Plate**
January 8, 2013
- **Enjoy Healthy Food That Tastes Great**
January 15, 2013
- **Make Healthy Eating Part of Your Total Lifestyle**
January 22, 2013
- **The Secrets of Sodium**
January 29, 2013
- **Fill Up With Fiber**
February 5, 2013
- **Quick, Healthy Meals and Snacks**
February 12, 2013
- **Eat Well and Be Active**
February 19, 2013



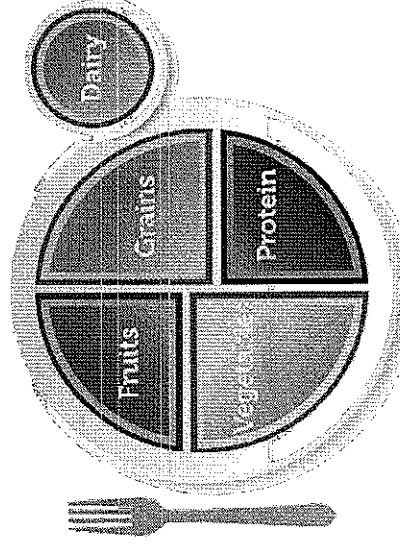
FREE
Nutrition Workshops!

The Eat Healthy
Eat Smart
program is open to
all seniors.

RSVP by Friday the week
before each class.

Contact Susan Young
Phone: (408) 288-8750
Email: syoung@ncphs.org

Classes start
January 8, 2013 From 2-3pm
At 60 N 3rd St.
San Jose, Ca 95112



**EATHEALTHY
EATSMART**



Innovative nutrition education brought to you by
Santa Clara County Public Health Department.

The Santa Clara County Public Health Department is working in collaboration with NCPHS/Town Park Towers & WellElder Program to provide these nutrition workshops.
"This institution is an equal opportunity provider and employer." This material was funded by USDA's Supplemental Nutrition Assistance Program - SNAP.
The Supplemental Nutrition Assistance Program (SNAP) provides nutrition assistance to people with low income. It can help you buy nutritious foods for a better diet. To find out more, contact 1(877) 847-3663.