

SENIOR COMMISSION
2014/15 Work Plan
(as of March 11, 2014)

Goal	Projects	Assignments	Target Date	Status
Transportation	Alternative transportation resource flyer	<ul style="list-style-type: none"> Publicize and maintain 		
	Continue to study and make alternative transportation recommendations	<ul style="list-style-type: none"> Research alternative transportation best practice and models 		
Senior Center	Community/Senior Center	<ul style="list-style-type: none"> Define, consolidate and recommend previously gathered data on best Senior Center practices and models Integrate recommendations into the new Community Center planning process Attend Community Workshops (Seddiqui, Gonella) 		
Educational programs	Educational programs expansion	<ul style="list-style-type: none"> Work with Senior Center staff to host educational programs 		
Senior-focused emergency preparedness	Identity/Property and Self protection event	<ul style="list-style-type: none"> Connect with Community organizations to plan an event 	February 2014	In progress

	Intergenerational Emergency Preparedness Backpack project	<ul style="list-style-type: none"> • Connect with Eagle Scouts and Rotary to plan an intergenerational emergency preparedness backpack project (Pelham, Gonella) 	April 5, 2014	
Senior Resource Manual	Senior Resource Manual updates	<ul style="list-style-type: none"> • Review and update all service provider information Add or subtract service providers as necessary • Print any updates to the Senior Resource Manuals • Update resource books in all locations (Senior Center, Los Altos City Hall, Town of Los Altos Hills Recreation and Chamber of Commerce) • Review and add or subtract Senior Resource Manual locations • Review user suggestions • Implement user suggestions as necessary 	February 2015	
	Chamber of Commerce annual brochure	<ul style="list-style-type: none"> • Contact Chamber of Commerce to see if a Senior Resource page is available again (Jenney) • Staff review resources for publishing in Chamber of Commerce brochure (Jenney) • Submit resources for brochure (Jenney) 	June 2013	

Program development grants	Grant opportunities/ applications	<ul style="list-style-type: none"> Review grant publications for Age-Friendly Grant opportunities Share findings with Commission and staff 	February 2014	
After-dark downtown/community center lighting	Walking survey	<ul style="list-style-type: none"> Conduct downtown square walking survey Share walking survey and Senior Commission recommendations with City staff 	August 2014 and November 2014	
Senior initiatives coordination	<p>Organizations/commissions/committees networking</p> <ul style="list-style-type: none"> LA Prepares Community Foundation CAFÉ Hospitals: PAMF, El Camino linkages Los Altos Rotary (PEG) 	<ul style="list-style-type: none"> Review agendas and minutes of those identified organizations. 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 assign Commissioners to other organizations that may have come up Annually review and assign or reassign commissioners to various groups as deemed necessary 		
Senior scholarships	Sponsor eight \$200 scholarships annually	<ul style="list-style-type: none"> Publicize scholarship Oversee scholarship distribution and analysis 	February 2014	
Age-friendly community events	Age-Friendly Community Events documentation	<ul style="list-style-type: none"> Organize and maintain a record of all Age-Friendly Community Events Compile Commission history 	February 2014	

Promote Senior programs	Programming/events advertisement	<ul style="list-style-type: none"> • Maintain/update community boards with Senior Commission appropriate flyers • Create press releases for staff review when advertising programming 		
WHO Age-Friendly Cities program	Prepare an update for the World Health Organization Age-Friendly Cities program	<ul style="list-style-type: none"> • Understand WHO follow-up process/application • Create a draft application on the progress of the City of Los Altos/Town of Los Altos Hills Age-Friendly Cities initiative 		
Senior Friendly Business Program	Research and develop the implementation of a Senior Friendly Business program	<ul style="list-style-type: none"> • Research friendly business program models • Create a proposal for a friendly business program in Los Altos • Implement friendly business program 		
New Commissioner Orientation	Orient new Senior Commissioners with past accomplishments and history	<ul style="list-style-type: none"> • Create a binder explaining Commission history • Meet one on one with new Commissioners to answer questions 		