

SENIOR COMMISSION
2013/14 Work Plan
(as of July 12, 2013)

| Goal | Projects | Assignments | Target Date | Status |
|----------------|--|--|-----------------------|---------------------------------|
| Transportation | Alternative transportation resource flyer | <ul style="list-style-type: none"> • Research senior focused alternative transportation opportunities in Los Altos/Los Altos Hills (Pelham) • Report information to Senior Commission (Pelham) • Create draft alternative transportation flyer (Pelham) • Distribute throughout the community (Pelham) | February 2014 | Awaiting City Attorney approval |
| | Elder Generation Committee | <ul style="list-style-type: none"> • Attend monthly Partners in Elder Generation meetings with LA Rotary partners (Pelham) | Through February 2014 | In progress |
| | Support existing alternative transportation | <ul style="list-style-type: none"> • Assist with volunteer recruitment for alternative transportation agencies (Smith, Summit) | November 2013 | In progress |
| | Review funding for Senior transportation/taxi programs | <ul style="list-style-type: none"> • Speak with last year's commissioners who researched which taxi companies hold business licenses in the City of Los Altos (Smith, Summit) | November 2013 | Completed |

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| Senior Center | Senior Center modernization | <ul style="list-style-type: none"> • Create Committee to review Senior Center CIP and make recommendations (Seddiqui, Gonella Mathur) • Participate in Senior Center CIP process | August 2013 | Completed |
| Educational programs | Educational programs expansion | <ul style="list-style-type: none"> • Work with Senior Center staff to host educational programs (Jenney, Pelham) • Co-host Stanford Universities <i>Stepping On</i> program | February 2014 September 2013 | Completed |
| Senior-focused emergency preparedness | Los Altos Community Foundation, LA Prepares Committee | <ul style="list-style-type: none"> • Attend LA Prepares Committee meetings (Jenney, Pelham, Mathur) | February 2014 | In progress |
| | Town of Los Altos Hills Senior Emergency Preparedness Registry | <ul style="list-style-type: none"> • Attend meetings and report back to Commission as necessary (Summit) | February 2014 | Completed |
| | USB Stick Emergency Preparedness File Project | <ul style="list-style-type: none"> • Connect with Eagle Scout to support project (Pelham) • Research existing models of Emergency Preparedness USB Stick files projects (Pelham) • Report project back to Commission (Pelham) • Implement program (Pelham) | August 2013 | Unable to complete due to HIPPA Guidelines |
| | Intergenerational Emergency Preparedness Backpack project | <ul style="list-style-type: none"> • Connect with Eagle Scout to prepare proposal for an intergenerational emergency preparedness backpack project (Pelham) | January 2014 April 5, 2014 | In progress In progress |

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| Senior Resource Manual | Senior Resource Manual updates | <ul style="list-style-type: none"> • Review and update all service provider information (Seddiqui, Smith) • Add or subtract service providers as necessary (Seddiqui, Smith) • Print any updates to the Senior Resource Manuals (Seddiqui, Smith) • Update resource books in all locations (Senior Center, Los Altos City Hall, Town of Los Altos Hills Recreation and Chamber of Commerce) (Seddiqui, Smith) • Review and add or subtract Senior Resource Manual locations (Seddiqui, Smith) • Review user suggestions (Seddiqui, Smith) • Implement user suggestions as necessary (Seddiqui, Smith) | February 2014 | Completed |
| | 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 | Completed |

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| Program development grants | Grant opportunities/ applications | <ul style="list-style-type: none"> Review grant publications for Age-Friendly Grant opportunities (Pelham) Share findings with Commission and staff (Pelham) | February 2014 | In progress |
| After-dark downtown lighting | Walking survey | <ul style="list-style-type: none"> Conduct downtown square walking survey (Pelham, Jenney) Share walking survey and Senior Commission recommendations with City staff | August 2013 and November 2013 | Completed |
| Senior initiatives coordination | Organizations/commissions/ committees networking | <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 | February 2014 | In progress |
| Senior scholarships | Sponsor eight \$200 scholarships annually | <ul style="list-style-type: none"> Publicize scholarship (staff) Oversee scholarship distribution and analysis (staff) | February 2014 | In progress |
| 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 (Smith) Compile Commission history (Smith) | February 2014 | Completed |

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| 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 (Seddiqui, Jenney) | February 2014 | In progress |
| Model Senior programs | Identify programs/Senior Centers for the 50+ that may be replicated in Los Altos/Los Altos Hills | <ul style="list-style-type: none"> • Develop Checklist Criteria for identifying a model program • Visit local model programs/Senior Centers | January 2014 | Completed |