



MONDAY, AUGUST 6, 2012

4:30 P.M. –REGULAR SENIOR COMMISSION MEETING  
Hillview Community Center, Los Altos Senior Center Room 11  
97 Hillview Avenue, Los Altos, California 94022

## ROLL CALL

## PLEDGE OF ALLEGIANCE

## SPECIAL PRESENTATIONS

### 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.

1. Commission Minutes  
Recommendation to approve the minutes of the July 2, 2012 regular meeting.

## DISCUSSION ITEMS

2. City Council Review
  - a. Encore Funding  
The Town of Los Altos Hills City Council approved Encore funding of \$1976.00 at a special meeting on Tuesday, July 31, 2012.
  - b. Senior Scholarship  
The City of Los Altos City Council approved modifications to the Senior Scholarship Program at the regular meeting of July 24, 2012.
  - c. Hillview Community Center Site  
Commissioner Tiemann, on behalf of the Senior Commission, presented a letter in support of maintaining the Hillview Site as a Community Center during public comment at the July 24, 2012 City Council meeting.

3. Senior Commission 2012-2013 Work Plan Progress  
Review and discuss 2012-2013 Work Plan approved by City Council on March 27, 2012 and discussed at the Joint Meeting with Council on May 1, 2012.
4. 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.

## COMMISSION REPORTS AND DIRECTIONS ON FUTURE AGENDA ITEMS

The Senior Commission Meeting of Monday, September 3, 2012 will be rescheduled to Monday, September 10, 2012 due to the Labor Day Holiday.

## 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 Recreation Department 72 hours prior to the meeting at (650) 947-2894.

Agendas, Staff Reports and some associated documents for Senior Commission items may be viewed on the Internet at <http://www.ci.los-altos.ca.us/committees-commissions/senior/meetings.html>.

On occasion the Senior Commission may consider agenda items out of order.

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 Los Altos Senior Center Coordinator's 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. Any draft contracts, ordinances and resolutions posted on the Internet site or distributed in advance of the Council meeting may not be the final documents approved by the City Council. Contact the Senior Commission Liaison for the final document.

If you wish to provide written materials, please provide the Senior Commission Liaison with 10 copies of any document that you would like to submit to the Senior Commission for the public record.

For other questions regarding the meeting proceedings, please contact the Senior Commission Liaison at 650-947-2894.

MINUTES OF A REGULAR MEETING OF THE SENIOR COMMISSION OF THE  
CITY OF LOS ALTOS/ TOWN OF LOS ALTOS HILLS, HELD ON  
MONDAY, JULY 2, 2012 AT 4:30 P.M. AT HILL VIEW COMMUNITY CENTER,  
97 HILLVIEW AVENUE, LOS ALTOS, CALIFORNIA, 94022

ROLL CALL

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

ABSENT: None.

PLEDGE OF ALLEGIANCE

Chair Jenney led the pledge of allegiance to the flag.

SPECIAL PRESENTATIONS

None

PUBLIC COMMENT

None

1. Commission Minutes  
Motion by Tiemann seconded by Popell to approve the minutes of the June 4, 2012 regular meeting as written. Motion passed unanimously.

DISCUSSION ITEMS

2. Appointment to Senior Commission  
Welcome and introduction of Linda Smith, Town of Los Altos Hills.
3. Encore Funding  
Motion by Popell seconded by De Mare to write a letter of support to the Town of Los Altos Hills City Council in support of the Partners for Elder Generation (PEG) of the Los Altos Rotary request for funding from the Town of Los Altos Hills for \$2,000 to become a contributing sponsor of the March 23, 2013 Encore Event.
4. Hillview Community Center Site  
Unanimous approval to present a letter to the City of Los Altos City Council in support of maintaining the Hillview Site as a Community Center.
5. Senior Scholarship
  - a. A Scholarship program update will be given to the Los Altos City Council at the Tuesday, July 24, 2012 Council Meeting.
  - b. The Town of Los Altos Hills has not yet issued any scholarship money.

6. Senior Commissioner Review of Council proceedings  
Assignment of City Council agenda review and Commissioner representation at City Council meetings where matters relating to seniors are discussed.
7. Senior Commission 2012-2013 Work Plan Progress  
Reviewed and discussed 2012-2013 Work Plan.
8. Announcements and Items for Information
  - a. Senior Commission Publicity  
Tiemann reported on articles to be written and received pertinent to senior issues.
  - b. Santa Clara County Seniors' Agenda: A Quality of Life Assessment  
[http://www.sccgov.org/sites/ssa/Department%20of%20Aging%20-%20Adult%20Services/Documents/daas\\_senior\\_agenda\\_2012.pdf](http://www.sccgov.org/sites/ssa/Department%20of%20Aging%20-%20Adult%20Services/Documents/daas_senior_agenda_2012.pdf)

## COMMITTEE REPORTS AND DIRECTIONS ON FUTURE AGENDA ITEMS

### ADJOURNMENT

Chair Jenney adjourned the meeting at 6:24 pm.

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Candace Bates  
Senior Center Recreation Coordinator  
Liaison to the Senior Commission

July 10, 2012

To: Los Altos City Council

The Senior Commission has been following the ongoing discussions between the Los Altos School District and the Bullis Charter School. At one point, a suggestion was made to turn Hillview Center over to the Los Altos School District so it could be used as a site for the Charter School. The Senior Commission wants you to know that we are greatly opposed to such an action. Although the Senior Center is in need of repair and enhancement, it is all that this city offers at the present. Since over thirty percent of the population is over 55 years of age, this is an important service that is available to the older local citizen. In addition, Hillview also offers classes to all ages and child care. It truly is an intergenerational center for physical fitness, learning and fun. This is a core value of our city.

We know you will be balancing many issues connected to this situation. We also realize that we don't know all of the behind-the-scenes facts. However, we feel it is our duty to state our opposition to selling Hillview to the school district. If we can be of help in any way, we are available.

Sincerely,

Senior Commission

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

Goals	Projects
<p><b>1</b></p> <p><b>GOAL 1. Transportation – Study issues involving bus transportation for seniors.</b> (Tanya DeMare and K. Gabrielle Tiemann)</p> <p>a. Benches at Bus Stops (DeMare/Tiemann to follow up with staff)</p>	<p>By July 1, 2012:</p> <ol style="list-style-type: none"> <li>1) DeMare and Tiemann to meet with Staff in mid July. - completed</li> <li>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</li> <li>3) Research the Feasibility/Cost/Process of installing benches and use of grant funds.</li> <li>4) Validate the need for benches for seniors – Pelham created research binder; given to staff.</li> <li>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.</li> </ol> <p>(DeMare/Tiemann)</p>
<p><b>2</b></p> <p><b>GOAL 2. Provide resources for age-friendly home/condo construction.</b> (Tanya DeMare and K. Gabrielle Tiemann)</p> <p>a. Complete a listing of resources identifying age-friendly design elements - Complete (DeMare/Tiemann)</p>	<p>By July 1, 2012:</p> <p>Discuss with staff to determine how and to whom to disseminate list of resources –</p> <ol style="list-style-type: none"> <li>1) DeMare and Tiemann to meet with Staff in mid July.</li> <li>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.</li> </ol> <p>(DeMare/Tiemann)</p>

3	<p><b>GOAL 3. Refresh/modernize Senior Center.</b> (Kathy Seddiqui)</p>	<p>a. Meet with staff to assess needs of Senior Center</p> <p>b. Contact local designers for possible donation of design plans for center</p> <p>c. Contact furniture stores for possible donations of new furniture and/or accessories (Seddiqui)</p>	<p>By June 2012:</p> <p>1) Create a list of possible local designers to ask for design plans for the Senior Center</p> <p>2) Contact designers for design plans for the Senior Center</p> <p>By December 2012:</p> <p>1) Create a list of furniture stores that may donate furniture to implement design plans for the Senior Center</p> <p>2) Contact furniture stores for the donations of furniture (Brauch/Seddiqui)</p>
4	<p><b>GOAL 4. Collaborate with the Senior Center on a variety of educational programs.</b> (Anabel Pelham and Catherine Popell)</p>	<p>a. Meet with Senior Center staff to assess the needs and scheduling for a senior lecture series</p> <p>b. Explore the no-cost Stanford University Falls Prevention Program (Pelham)</p> <p>c. Explore a Senior lecture series (Pelham/Popell)</p>	<p>By June 2012:</p> <p>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</p> <p>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)</p> <p>By August 2012:</p> <p>Have begun to contact possible local speakers with topic expertise, about presenting a lecture in the series (Example: reverse mortgages, health issues, etc.). (Pelham/Popell/staff)</p>

5	<p><b>GOAL 5. Determine if there are gaps in the Emergency Preparedness Programs as they relate to seniors; for example Red Cross, first responders, etc.</b> (Anabel Pelham and Catherine Popell)</p>	<p>a. Explore how LA/LAH presently encourage seniors to participate in Emergency Preparedness classes</p> <p>b. Investigate the Intergenerational Emergency Preparedness Project developed by SFSU Gerontology Graduate students (Pelham/Popell)</p>	<p>By June 2012: 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. 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.  (Pelham/Popell/staff)</p>
6	<p><b>GOAL 6. Continue to update Senior Resource Manual.</b> (Dianne Brauch and Kathy Seddiqui)</p>	<p>a. Update senior resource manual annually or as needed</p> <p>b. Solicit feedback from users</p> <p>c. Update the Chamber of Commerce annual brochure (Seddiqui)</p>	<p>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  (Brauch/Seddiqui/staff)</p>



7	<p><b>GOAL 7. Explore research and program development grants and contracts aimed at helping older individuals.</b> (Anabel Pelham)</p> <p>a. Research grant opportunities (Pelham)</p>	<p>By August 2012:</p> <ol style="list-style-type: none"> <li>1) Grant process categories and questions developed and will be submitted to City Finance staff in June or July to discuss.</li> <li>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</li> <li>3) Share findings with the Commission and staff (Pelham/ staff)</li> </ol>
8	<p><b>GOAL 8. Share with appropriate city officials the results of our after-dark downtown grid lighting surveys.</b> (Karen Jenney and Anabel Pelham)</p> <p>a. Walking Survey project (Jenney, Pelham)</p>	<p>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</p> <p>December 5, 2011: Senior Commission meeting with Jim Gustafson and reported on the follow-up progress being made on the Walking Survey results</p> <p>Oct. 29, 2011: Walking Survey done and given to Jim Gustafson, Engineering Services Manager for the City of Los Altos</p>
9	<p><b>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).</b> (Senior Commissioners)</p> <p>a. Senior Commissioners will attend any meeting of organizations/ commissions/ committees as invited and/or appropriate and bring that information back to the Senior Commission</p>	<p>By June 1, 2012:</p> <p>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</p> <p>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</p> <p>Annually review and assign or reassign commissioners to various groups as deemed necessary</p>

<p>10</p>	<p>GOAL 10. Provide Senior Scholarships to encourage Senior Center involvement for those financially challenged.</p>
<p>a. Have up to eight \$200.00 scholarships per year in Los Altos utilized</p>	<p>By September 1, 2012</p> <ol style="list-style-type: none"> <li>1) Simplify and modify application process</li> <li>2) Present modified process to City Council</li> <li>3) Reach out to previous applicants that could now qualify</li> <li>4) Publicize the scholarship availability</li> </ol>