



CITY OF HEALDSBURG SENIOR CITIZENS ADVISORY COMMISSION MEETING AGENDA

City Council Chambers
401 Grove Street, Healdsburg, CA 95448
Phone: 707-431-3324

Meeting Date: March 27, 2019
Time: 4:00 p.m.
Date Posted: March 22, 2019

1. CALL TO ORDER

- a) Welcome to new Commissioners Jane Farkas and Leila Sigler
- b) Roll Call
- c) Pledge of Allegiance
- d) Changes (Deletions) from Agenda
- e) Approval of Minutes

2. ELECTION OF CHAIR AND VICE CHAIR FOR 2019

By motion, elect a Chair and Vice Chair to serve for 2019

3. PRESENTATIONS

Recognition of outgoing Commissioners Denise Hunt and Diane Sullens

4. PUBLIC COMMENTS

This time is set aside to receive comments from the public regarding matters of general interest not on the agenda, but related to Commission business. Pursuant to the Brown Act, however, the Commission cannot consider any issues or act on any requests during this comment period.

5. OLD BUSINESS

- a) Update on Senior Center and Active Adult Projects
Receive a project status update: Volunteer Program, SHARE Healdsburg, Age-Friendly Designation
- b) 2019 Commission Goals, Committee Assignments
Review and adopt 2019 goals and make committee and liaison assignments

6. NEW BUSINESS

7. INFORMATION AND REPORT OF COMMUNITY SERVICES ACTIVITIES (Staff, Information Only)

- a) Diversity and Outreach Committee Update

8. COMMISSION REPORTS ON MATTERS OF INTEREST OCCURRING SINCE PREVIOUS REGULAR MEETING
(Commission, Information Only)

9. FUTURE AGENDA ITEMS

SB 343 - DOCUMENTS RELATED TO OPEN SESSION AGENDAS: Any writings or documents provided to a majority of the Senior Citizen Advisory Commission regarding any item on this agenda after the posting of this agenda and not otherwise exempt from disclosure, will be made available for public review in the Parks and Recreation Office located at 1557 Healdsburg Avenue during normal business hours. If supplemental materials are made available to the members of the Commission at the meeting, a copy will be available for public review at the Parks and Recreation Office located at 1557 Healdsburg Avenue, Healdsburg, CA 95448. These writings will be made available in appropriate alternative formats upon request by a person with a disability, as required by the Americans with Disabilities Act.

DISABLED ACCOMMODATIONS: The City of Healdsburg will make reasonable accommodations for persons having special needs due to disabilities. Please contact Parks and Recreation Office, at 1557 Healdsburg Avenue, Healdsburg, California, 431-3301, at least 72 hours prior to the meeting, to ensure the necessary accommodations are made.

10. ADJOURNMENT Next meeting: 4:00 p.m., Wednesday April 24, 2019 at the City Council Chambers
(unless otherwise established)

Commission Members

L Peter Deutsch (Term Expires 12/31/20)
Jane Farkas (Term Expires 12/31/21)
Mary Fitzgerald (Term Expires 12/31/19)
Terry Kemp (Term Expires 12/31/20)

Laura Moore (Term Expires 12/31/20)
Leila Sigler (Term Expires 12/31/21)
Larry Smith (Term Expires 12/31/19)

**CITY OF HEALDSBURG
SENIOR CITIZENS ADVISORY COMMISSION
REGULAR MEETING MINUTES**

**January 23, 2019
Healdsburg Senior Center
133 Matheson Street, Healdsburg, CA 95448**

The Senior Citizen Advisory Commission met in a regular meeting session at 4:00 P.M.

1. CALL TO ORDER

1.a. Roll Call

Present Commissioners: Hunt, Kemp, Moore, Smith, and Sullens

Absent Commissioners: Deutsch, and Fitzgerald

Staff Present: Active Adult and Senior Services Supervisor Grant, Community Services Director Themig, Office Assistant Salas, and Volunteer Program Coordinator O'Brien

1.b. Pledge of Allegiance

1.c. Changes (Deletions) from Agenda

None

1.d. Approval of Minutes

Commissioner Kemp, seconded by Commissioner Smith made a motion to approve the November 28, 2018 regular meeting minutes as presented. Motion made on a voice vote. (Ayes -5, Noes -0, Absent - Deutsch, Fitzgerald)

2. PUBLIC COMMENT

This time is set aside to receive comments from the public regarding matters of general interest not on the agenda, but related to Commission business. Pursuant to the Brown Act, however, the Commission cannot consider any issues or take action on any requests during this comment period.

None

3. OLD BUSINESS

3.a. Update on Senior Center and Active Adult Projects

Receive a project status update: Volunteer Program, Diversity and Outreach ad-hoc subcommittee.

Supervisor Grant provided an update on the volunteer program development. Coordinator O'Brien has been creating the operation framework for the volunteer program. Staff has been researching electric and hybrid vehicle options; they are looking at functionality, cargo space and eco-friendly features. Electric Vehicle stations will be installed and some of those stations will need to be designated for ADA. Staff has been studying volunteer software programs in conjunction with the driver program. Clarifying language in the grant is being amended by Caltrans; staff is waiting for those changes.

Staff met with members of the SHARE Sonoma to discuss housing; there are over 300 shares in the county and between 4-7 shares in Healdsburg. Staff is discussing possibilities of meeting space for the clients at the Center. Informational forum meetings will take place February through April to teach the public about the program. Hunt suggested mailing a flyer in the utility bill. Sullens inquired whether a rented home is able to be sublet by the renter which can help the homeowner in their home as long as possible; Grant will talk to SHARE staff to see if they could consider this possibility.

The Relevancy, Outreach and Diversity ad-hoc committee group met to discuss the vision and values for the Senior Center, another meeting is scheduled in February. The rebranding comes from younger adults that do not identify with the "senior" label. Center staff is working on activities and events to get people to attend the center and be able to experience some of the offerings; they are looking at being an intergenerational facility.

Tim Unger expressed that when evaluating the rebranding of the Center, staff should ask themselves whether certain names increase or decrease the attendance. If staff selects a name which increases attendance this could have more people embrace a new change.

Richard Berg inquired whether the transportation system includes paratransit and asked about the number of senior riders. Grant replied that there has been an increase in ridership and that has been most impacted by youth and adult riders. Sonoma County Transit is willing to work with staff to better the route system.

Councilmember Joe Naujokas thanked the staff for all the projects and hard work. He is glad to see SDAT members working with City Staff to seek new opportunities. City Council had been discussing upcoming goals for 2019.

4. NEW BUSINESS

4.a. Healdsburg 2040 Housing Recommendations

Receive an overview of the Sustainable Design Assessment Team report on housing.

Richard Berg and Tim Unger from the Healdsburg 2040, a group that arose from the Sustainable Design Assessment Team (STAD) process provided an overview of the report. Focus groups and public meetings have taken place to discuss the future vision for the City. One of the five workgroups is focusing on housing; the City is now discussing affordable housing units as part of the plan.

The City has embraced the Healdsburg 2040 strategic plan and will be hiring a consultant to work on master plan for affordable housing on City owned land. Results from the STAD report shows that the city needs to focus their efforts in low-income and missing middle affordable housing; otherwise the city will have high-income households with no workforce living spaces.

The City has been working on making the process for accessory dwelling units (ADU's) or secondary unit easier. Hunt praised the presenters for their work and the City for embracing the strategic plan. The presenters suggested that the Commission get involved to be able to represent the older community and make sure that their voice is heard. Commissioner Hunt shared that the group has been working on housing related areas; it was suggested a member from the commission attend the STAD Housing workgroup to have representation for the senior community.

4.b. 2019 Goals

Receive a status update on 2018 Goals and discuss 2019 Goals.

Themig provided an update on the status of the 2018 goals. Advancement was made on the Volunteer Driver Program, Age-Friendly Designation, and expansion of programs and services. The Transportation analysis was finalized, staff was able to secure funding and support for the program as well as obtain a full-time staff member to run the Volunteer Driver Program. Progress has not been made involving the endowment fund.

Staff is in conversations with SHARE Sonoma County to offer housing services, and possibly home maintenance as part of the volunteer program. Hunt suggested that the staff research the possibility of working with the Day Labor Center in town; offering a certificate program for the laborers.

Commissioners discussed the 2018 and 2019 goals. Smith suggested a work session with City Council to discuss goals for 2019. Goals for this year included:

- Working in partnership with other City department to work on age-friendly initiatives
- Ensure representation from the Commission in the planning processes for the Park and River Access, Connectivity and the Arts and Culture, SDAT and City Strategic Plan
- Renew work on the endowment fund
- Adding the Volunteer Program to Transportation goal
- Collaborating with SDAT on housing
- Receive the Age – Friendly designation, and incorporate it into the community structure
- Advocate for older adults (under relevancy)
- Change Relevancy into Engagement and Advocacy
- Move 5a under Engagement and Advocacy

Staff will work on a draft that will be presented at the February meeting.

5. INFORMATION AND REPORT OF COMMUNITY SERVICES ACTIVITIES (Staff, Information Only)

Senior Citizens Advisory Commission Meeting Minutes
January 23, 2019

- Art Gallery Display ends on 3/1
- 2/2 Valentine's Day Brunch, 10am
- 2/8 New bridge Class
- 2/15 Ted Talk – Global Population Growth
- 2/20 Understanding your Medicare
- Sonoma County Adult Education classes (dates vary)
- Request for Qualifications for the Arts and Culture plan is being finalized, down to 5 firms. Request for Proposal process to be ready late January or early February.

6. COMMISSION REPORTS ON MATTERS OF INTEREST OCURRING SINCE PREVIOUS REGULAR MEETING (Commission, Information Only)

None

7. FUTURE AGENDA ITEMS

- 2019 Commission Goals

8. ADJOURNMENT

There being no further business to discuss, the regular meeting adjourned at 6:03 P.M.

Next meeting will take place on February 27th, 2019 at City Hall Council Chambers, 401 Grove Street, Healdsburg, CA 95448. (Unless otherwise established)

APPROVED:

ATTEST:

Denise Hunt,
Chairperson

Mark Themig,
Community Services Director



HEALDSBURG SENIOR CITIZEN ADVISORY COMMISSION

AGENDA ITEM:	5.a. Update on Senior Center and Active Adult Projects
MEETING DATE:	March 27, 2019
PREPARED BY:	Anna Grant, Active Adult and Senior Supervisor
REQUESTED ACTION:	<i>Receive a project status update: Volunteer Program and Age-Friendly City Designation</i>

BACKGROUND

The 2018 Senior Citizens Advisory Commission Goals identified Transportation, Relevancy, and Diversity & Outreach as focus areas for 2018. Staff will provide updates on the Volunteer Program, progress made by the Diversity & Outreach ad-hoc committee, and developments regarding Healdsburg's designation as an Age-Friendly City.

DISCUSSION:

Volunteer Program Update:

Supervisor Grant and Volunteer Coordinator O'Brien met with Area Agency on Aging regarding Caltrans 5310 funding, and operational outlines. Vehicle selections for the Volunteer Driving Program have been narrowed to two final options. Selection focus has been on vehicle functionality for an older rider and driver with concerns of visibility, entry height, leg space, and overall accessibility. Ongoing meetings with County transportation providers have presented opportunities for staff to receive trainings for providers to train their volunteer drivers.

Coordinator O'Brien contacted all active members of the Neighbors Network of Healdsburg and invited them to an educational forum to learn about the City's volunteer programs and opportunities. Three informational presentations took place between January and March with an overall total attendance of 30 interested residents. The next informational meeting will take place on April 16th, at 6:00pm at the Senior Center.

Amy Appleton, SHARE Healdsburg (shared housing program) CEO met with staff to discuss the future of the program and meeting dates to educate the public on the SHARE Program in Healdsburg. Two informational public meetings took place in February, with 13 total community members attending. On March 7th SHARE staff began the twice monthly drop in sessions at the Senior Center. SHARE staff will be onsite at the Senior Center twice per month on the 1st and 3rd Tuesdays monthly for drop in and scheduled meeting appointments between 10am – 4pm. Additional public outreach meetings will be scheduled in March and April, including efforts to educate the senior housing communities and local service clubs such as Sons In Retirement, Kiwanis, Rotary and others on the SHARE Healdsburg housing option for older adults.

Diversity and Outreach Sub-committee Update:

The Diversity and Relevancy ad-hoc committee reconvened on March 7 to discuss an action plan and

schedule a final meeting session. The final meeting will be a work session and include participants of the prior four Diversity and Relevancy meetings. The goal of the work session will be to compile draft vision and mission statements for the Senior Center. The drafts will be brought forward for the Commission to review and provide direction at a future meeting.

Age-Friendly Update:

The City of Healdsburg was awarded the honor of being designated the first Age-Friendly city in Sonoma County by AARP and the World Health Organization on February 8, 2019! Age-Friendly, or livable communities, have walkable streets, housing and transportation options, access to key services, and opportunities for residents to participate in community activities. In the coming months, staff will be educating City departments on how to design with Age-Friendliness in mind to create a better community for everyone.

The next steps in this exciting process will include an assessment by AARP of our city, which once complete, will provide Healdsburg with an action plan that will identify areas in which the City has excelled and opportunities for improvement.



HEALDSBURG SENIOR CITIZENS ADVISORY COMMISSION

AGENDA ITEM:	5.b. 2019 Goals and Committee Assignments
MEETING DATE:	March 27, 2019
PREPARED BY:	Mark Themig, Community Services Director
REQUESTED ACTION:	<i>Review and adopt 2019 goals and make committee and liaison assignments</i>

BACKGROUND AND DISCUSSION:

Goals

The Commission has historically adopted a set of goals that guides the Commission's work in the upcoming year. These goals tend to be concepts that typically focus on policies, projects, or long-term vision. As a result, it's not uncommon for the Commission's existing goals to continue into the subsequent year.

In January the Commission reviewed the status of its 2018 Goals and discussed proposed goals for 2019. At the March meeting the Commission is asked to adopt its goals for 2019. Attached is a set of draft goals that attempt to reflect the Commission's January discussion.

In addition, the Commission is asked to review and make committee and liaison assignments for 2019. Each committee is intended to focus on a single purpose, and liaisons are intended to interface and represent the Commission on other initiatives. Committees may have up to three members, liaison assignments are typically one member. In addition to the committees and liaisons currently established, the Commission may want to consider modifications and/or additional committees or liaisons for the following goals:

- Change "Transportation Committee" to "Volunteer Program Committee"
- Change "Diversity and Outreach Committee" to "Engagement and Advocacy Committee"
- Add "Age Friendly Community Committee"
- Consider adding liaison(s) to the Healdsburg 2040 workgroups and the City's planning processes (Parks, River Access, and Connectivity; Arts and Culture; Strategic Plan)

ATTACHMENTS:

2019 Draft Commission Goals and Committee Assignments



HEALDSBURG SENIOR CITIZENS ADVISORY COMMISSION 2019 Goals and Committee Assignments – 3.27.19 Draft

Goals

1. Engagement and Advocacy.

- a. Increase communication to and from, the City Council, the public at large and community organizations and institutions on issues pertaining to the needs of older adults with an emphasis on senior programs and services
- b. Enhance relevancy in community through branding, signage, communication, and visibility
- c. Work with staff on ways to increase diversity in the Commission and services
- d. Work collaboratively with other initiatives and efforts to outreach to underserved and under-represented members of our community
- e. Represent older adults in the planning processes for Park Master Planning, River Access, and Connectivity; Arts and Culture Master Plan; SDAT/Healdsburg 2040; and City Strategic Plan
- f. Represent older adults in housing issues through the City's Community Housing Committee, City Council, and other initiatives

2. Endowment Fund.

- a. Develop and adopt a project list in collaboration with the Friends of the Senior Center that would qualify for use of the funds and consider seeking authorization to change the funds requirements
- b. Consider developing a fundraising initiative in collaboration with the Friends of the Senior Center to support the fund long-term

3. Volunteer Program.

- a. Continue to develop the transportation program for older adults that incorporates volunteers, for-pay/on demand services, and Sonoma County Transit Authority to help older adults maintain independence and be actively engaged in the community
- b. Work collaboratively with SHARE Sonoma to promote and educate about shared housing as an option for Healdsburg
- c. Continue to pursue and develop other volunteer opportunities including home maintenance assistance and support for other City volunteer opportunities
- d. Serve as an information resource for volunteer opportunities throughout the community

4. Age-Friendly Community.

- a. Work with Sonoma County to assess and develop an Action Plan that recognizes the positive characteristics, the barriers, and establishes a framework for implementing and monitoring improvements
- b. Work in partnership with other City departments to move forward age-friendly initiatives

Ad Hoc Committees (2018 Assignments)

- a. Endowment Fund: Kemp, Smith,
- b. Transportation: Deutsch, Moore
- c. Housing: Deutsch,
- d. Diversity and Outreach: Kemp, Smith

Liaisons (2018 Assignments)

- a. Transportation Advisory Commission: Moore
- b. Friends of the Senior Center: Smith
- c. Parks & Recreation Advisory Commission:

(Adopted:)



HEALDSBURG SENIOR CITIZENS ADVISORY COMMISSION 20189 Goals and Committee Assignments – 3.27.19 Draft

Goals

1. ~~Relevancy~~Engagement and Advocacy.

- a. Increase communication to and from, the City Council, the public at large and community organizations and institutions on issues pertaining to the needs of older adults with an emphasis on senior programs and services

~~b. Seek greater diversity in participation in the Commission~~

- b. Enhance relevancy in community through branding, signage, communication, and visibility

~~c. Establish a subcommittee to w~~Work with staff on ways to increase diversity in the Commission and services

- d. Work collaboratively with other initiatives and efforts to outreach to underserved and under-represented members of our community

e. Represent older adults in the planning processes for Park Master Planning, River Access, and Connectivity; Arts and Culture Master Plan; SDAT/Healdsburg 2040; and City Strategic Plan

~~—Represent older adults in housing issues for older adults through the City's Community Housing Committee, City Council, and other initiatives~~

~~e.f.~~

2. Endowment Fund.

- a. Develop and adopt a project list in collaboration with the Friends of the Senior Center that would qualify for use of the funds and consider seeking authorization to change the funds requirements
- b. Consider developing a fundraising initiative in collaboration with the Friends of the Senior Center to support the fund long-term

3. ~~Transportation~~Volunteer Program.

- a. ~~Implement a~~Continue to develop the transportation program for older adults that incorporates volunteers, for-pay/on demand services, and Sonoma County Transit Authority to help older adults maintain independence and be actively engaged in the community

b. Work collaboratively with SHARE Sonoma to promote and educate about shared housing as an option for Healdsburg

c. Continue to pursue and develop other volunteer opportunities including home maintenance assistance and support for other City volunteer opportunities

~~a. Serve as an information resource for volunteer opportunities throughout the community~~

~~4. Housing.~~

~~a. Represent housing issues for older adults through the City's Community Housing Committee, City Council, and other initiatives~~

~~b. Develop an action plan/work plan for home maintenance projects that will assist Healdsburg's older adults staying in their homes as long as possible~~

d.

~~5. Diversity and Outreach.~~

~~a. Establish a subcommittee to work with staff on ways to increase diversity in the Commission and services~~

~~b. a. Work collaboratively with other initiatives and efforts to outreach to underserved and under-represented members of our community~~

~~6.4. Age-Friendly Community.~~

~~a. Recommend to City Council that the City of Healdsburg pursue the designation of an Age-Friendly Community~~

~~b.~~a. Work with Sonoma County to assess and develop an Action Plan that recognizes the positive characteristics, the barriers, and establishes a framework for implementing and monitoring improvements

~~c.~~b. ~~Receive designation as an Age-Friendly Community~~ Work in partnership with other City departments to move forward age-friendly initiatives

Ad Hoc Committees (2018 Assignments)

- a. Endowment Fund: Kemp, Smith, ~~Sullens~~
- b. Transportation: Deutsch, Moore
- ~~c.~~ Housing: Deutsch, ~~Hunt~~
- c. Diversity and Outreach: ~~Hunt~~, Kemp, Smith

Liaisons (2018 Assignments)

- a. Transportation Advisory Commission: Moore
- b. Friends of the Senior Center: Smith
- c. _____ Parks & Recreation Advisory Commission: ~~Hunt~~

~~b.~~ _____ (Adopted:)

~~c.~~ _____