CITY OF DUBLIN
SENIOR CENTER ADVISORY COMMITTEE
MEETING AGENDA

THURSDAY, AUGUST 4, 2016, 9:30 AM
DUBLIN SENIOR CENTER, 7600 AMADOR VALLEY BOULEVARD

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ORAL COMMUNICATIONS

3.1 Public Comments

At this time, the public is permitted to address the Dublin Senior Center Advisory Committee on non-agenized items. The Committee must, however, comply with all State Laws in regard to items not appearing on the posted agenda. The Committee may respond to statements made or questions asked, or may request Staff to report back at a future meeting concerning the matter. Any member of the public may contact the office of the Dublin Senior Center related to the proper procedure to place an item on a future Dublin Senior Center Advisory Committee agenda. The exceptions under which the Dublin Senior Center Advisory Committee MAY discuss and/or take action on items not appearing on the agenda are contained in GC 54954.2(b)(1)(2)(3).

4. MINUTES

4.1 Minutes of the July 7, 2016 Regular Meeting

The Advisory Committee will consider approval of the minutes of the July 7, 2016 Regular Meeting.

STAFF RECOMMENDATION:

Approve the minutes of the July 7, 2016 Regular Meeting.

5. WRITTEN COMMUNICATIONS – None.

6. UNFINISHED BUSINESS – None.

7. NEW BUSINESS

7.1 Senior Fee Assistance Program Report

The Advisory Committee will receive a report on consideration of offering a Senior Fee Assistance Program.

STAFF RECOMMENDATION:

Receive the Report.

7.2 Senior Center Supporter/Card Program

The Advisory Committee will receive a report on a proposal for a Senior Center Supporter/Card Program.

STAFF RECOMMENDATION:

Receive the Report and provide feedback.

This AGENDA is posted in accordance with Government Code Section 54954.2(a)

If requested, pursuant to Government Code Section 54953.2, this agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Section 12132), and the federal rules and regulations adopted in implementation thereof. To make a request for disability-related modification or accommodation, please contact the Dublin Senior Center (925) 556-4511 at least 72 hours in advance of the meeting.

A complete packet of information containing Staff Reports (Agenda Statements) and attachments related to each item is available for public review at least 72 hours prior to a Senior Center Advisory Committee Meeting or, in the event that it is delivered to the Committee less than 72 hours prior to a Senior Center Advisory Committee Meeting, as soon as it is so delivered. The packet is available at the Dublin Senior Center.

8. **<u>OTHER BUSINESS</u>** – Brief INFORMATIONAL ONLY Reports from Advisory Committee Members and/or Staff; including Reports by Advisory Committee related to Meetings Attended at City Expense (AB 1234).

9. **<u>ADJOURNMENT</u>**

STAFF REPORT
SENIOR CENTER ADVISORY COMMITTEE

DATE: **August 4, 2016**

TO: Honorable Chair and Committee Members

FROM: Rich Jochner, Recreation Supervisor
Reviewed by Micki Cronin, Assistant Director of Parks and Community Services

SUBJECT: Minutes of the July 7, 2016 Regular Meeting of the Senior Center Advisory Committee

EXECUTIVE SUMMARY:

The Senior Center Advisory Committee will consider approval of the minutes of the July 7, 2016 Regular Meeting of the Senior Center Advisory Committee.

FINANCIAL IMPACT:

None.

RECOMMENDATION:

Approve the minutes of the July 7, 2016 Regular Meeting of the Senior Center Advisory Committee.

DESCRIPTION:

The Senior Center Advisory Committee will consider approval of the minutes of the July 7, 2016 Regular Meeting of the Senior Center Advisory Committee.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

None.

ATTACHMENTS:

1. Draft Minutes of the July 7, 2016 Regular Meeting of the Senior Center Advisory Committee

ITEM NO: 4.1

SENIOR CENTER ADVISORY COMMITTEE

REGULAR MEETING

Draft Minutes

CITY OF DUBLIN

July 7, 2016

A Regular Meeting of the Dublin Senior Center Advisory Committee was held on Thursday, July 7, 2016 at the Dublin Senior Center. The meeting was called to order at 9:32 AM by Chair Ito.

PLEDGE OF ALLEGIANCE

The pledge of allegiance to the flag was recited by the Advisory Committee, Staff, and those present.

ROLL CALL

Advisory Committee Members (CM) Present:	Ito, Krausnick, Lore, Brizee, Mack
Advisory Committee Members (CM) Absent:	None
Liaison Present:	Phillip Tucker, Parks and Community Services Commission Liaison
Staff Present:	Jochner

ORAL COMMUNICATIONS

3.1 PUBLIC COMMENTS – None.

APPROVAL OF MINUTES

4.1 Regular Meeting May 5, 2016

On a motion by CM Mack, seconded by CM Krausnick, and by a vote of 4-0-0, with Advisory Committee Member Brizee absent during the vote, the Advisory Committee took the following action:

ACTION

Approved minutes of the May 5, 2016 Senior Center Advisory Committee Regular Meeting.

4.2 Special Meeting June 2, 2016

On a motion by CM Lore, seconded by CM Mack, and by a vote of 4-0-0, with Advisory Committee Member Brizee absent during the vote, the Advisory Committee took the following action:

ACTION

Approved minutes of the June 2, 2016 Senior Center Advisory Committee Special Meeting.

WRITTEN COMMUNICATIONS – None.

UNFINISHED BUSINESS – None.

NEW BUSINESS

7.1 Recap of the Day Trip to Senior Centers

Mr. Rich Jochner, Recreation Supervisor, requested feedback from the Advisory Committee regarding their trip to the Cupertino and Fremont senior centers in June.

CM Brizee arrived at 9:47 AM.

ACTION

The Advisory Committee received the Report and provided feedback.

7.2 2016 Spring Quarterly Report

Mr. Rich Jochner, Recreation Supervisor, presented an overview of the attendance, classes, activities, and events during the 2016 spring quarter.

ACTION

The Advisory Committee received the Report.

OTHER BUSINESS

The Advisory Committee Members provided brief informational reports on events and meetings attended over the past month.

ADJOURNMENT

There being no further business to come before the Senior Center Advisory Committee, the meeting was adjourned at 10:26 AM.

Minutes prepared by Rich Jochner, Recreation Supervisor.

_____

Holly Ito
Chairperson

ATTEST: _____

Rich Jochner
Recreation Supervisor

STAFF REPORT
SENIOR CENTER ADVISORY COMMITTEE

DATE: August 4, 2016

TO: Honorable Chair and Committee Members

FROM: Rich Jochner, Recreation Supervisor
Reviewed by Micki Cronin, Assistant Director of Parks and Community Services

SUBJECT: Senior Fee Assistance Program Report

EXECUTIVE SUMMARY:

The Advisory Committee will receive a report on consideration of offering a Senior Fee Assistance Program.

FINANCIAL IMPACT:

None.

RECOMMENDATION:

Receive the Report.

DESCRIPTION:

Senior Fee Assistance Program

A fee assistance or "scholarship" program will provide limited financial aid to seniors, who want to participate in City of Dublin Senior Services classes, programs, or special events, but lack the financial means.

Suggested criteria for eligibility: The senior resident must meet set income requirements, and be able to contribute 50% towards the program/service or annual fees.

Similarly, the City of Dublin currently offers a Youth Fee Assistance Program for qualifying resident youth families. The child may receive up to $200 per individual or up to $500 maximum per household each year, as long as funds are available. Available funds vary year to year, and are made possible by fundraising efforts of staff and Youth Advisory Committee Members, and not solely supported by the General Fund.

Funding of Program

Fundraising efforts put on by the Dublin Senior Center and Parks and Community Services Department would establish funding for this program.

Purpose

This program would serve a great need to those impacted financially. It also would prevent any financially challenged patrons from being excluded from services.

Application Process

Interested qualifying senior residents would submit applications for consideration at any time during the year with the previous year's required financial documentation. Once a completed application is submitted with supporting documents, a meeting would be scheduled for approval. Once approved, the resident senior would have one year's time to use the funds for the desired senior classes or programs.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

None.

ATTACHMENTS:

None.

STAFF REPORT
SENIOR CENTER ADVISORY COMMITTEE

DATE: **August 4, 2016**

TO: Honorable Chair and Committee Members

FROM: Rich Jochner, Recreation Supervisor
Reviewed by: Micki Cronin, Assistant Director of Parks and Community Services

SUBJECT: Senior Center Registration/Card Program

EXECUTIVE SUMMARY:

The Advisory Committee will receive a report on a proposal for a Senior Center Registration /Card Program.

FINANCIAL IMPACT:

A registration fee would replace the current Supporter program and will help to offset the administrative costs to administer the program.

RECOMMENDATION:

Receive the report and provide feedback.

DESCRIPTION:

Over the last several months, Staff has been evaluating the idea of creating a registration system at the Dublin Senior Center to accomplish a couple of objectives.

The first objective is to ensure that the City can account for the persons taking part in formal and informal activities at the Center. Currently patrons enter the Senior Center building and are not accounted for until they participate in an activity. Should there be a medical emergency or a disaster, there might not be a viable method to obtain quick medical info or account for who is in the facility and their emergency contact info. Modeling what other many other Senior Centers in the Bay Area have already implemented, this program would require all Dublin Senior Center patrons to register or check-in upon entrance to the facility. The Registration/Card program would allow Staff to obtain emergency contact information for each patron and verify who has entered the facility on a daily basis.

The second objective is to create some operational efficiencies at the Center. Currently, each program participant must fill out a waiver per program and funds are collected each time they participate in the program. Under the proposed Registration/Card program, the waiver would be filled out annually (one time) and the card holder would have the ability or option to use a punch card to participate in activities rather than pay each time.

The suggested fee for the Senior Center Registration Card would be $25 yearly for residents and $30 for non-residents. The minimum age for participation would be 50 years of age. Patrons reaching their 85th birthday would receive honorary status and have their annual fee waived. The beginning of each annual period would be January 1 and the ending date December 31. Any new members registering after September 30 would be charged $15 if a resident and $18 if a non-resident. Should the Advisory Committee be amendable to instituting a program, Staff would implement this program at the Dublin Senior Center, beginning January 1, 2017.

A card program would feature the following benefits to patrons:

- Each person would only be asked to complete an emergency medical and waiver form, annually only, and receiving a card for doing so.
- The Senior Center quarterly newsletter, the 'Dublin Doings" would be emailed to them.
- During senior programming hours, shared use of the television, fireplace & lounge, patios and computer center, free coffee and snacks, opportunity to dine at the aggregate lunch program, attendance at free workshops, use of jigsaw puzzles, and use of the lending library (books, magazines, CD's).
- All drop-in classes are charged the registered rate as opposed to a non-registered (daily) rate of a minimum of $2 per class.
- Opportunity to purchase punch cards for program payments.

For those patrons desiring a card but facing financial difficulty, a Senior Fee Assistance or "scholarship" could be established to assist with the annual fee. This program would model the Youth Fee Assistance program and is also going in front of the Senior Center Advisory Committee this month.

For those who are not interested in registering for a card, the following conditions would apply:

- A day use pass would cost $3 for informal use of the facility (this would also be in addition to any class or program fee, excluding the lunch program).
- Drop-in classes would be charged at a higher rate; a minimum of $2 per class more to those who are not registered.
- Non card holders would be required to complete an emergency waiver form on each visit or program registration.

This program would benefit the City by having valuable medical info and accountability for all patrons daily.

Senior Centers have different approaches to registration/membership/supporter fees:

City	**Program**				
	Yes	**No**	**Optional**	**Cost**	**Day Pass**
Cupertino	✓		Yes	$22 Res	Yes
Fremont	✓		Yes	$50 Res	DK
Hayward Area Recreation District	✓		Yes	$25 Res	DK
Milpitas	✓		No	$12 Res	No
Pleasant Hill	✓		Yes	$15 Res	DK
Pleasanton		✓	N/A		DK
San Jose	✓		DK	varies by center	DK
San Ramon	✓		Yes	Benefits accumulate per each $15 spent	DK
Stockton	✓		No	$25 Res	No
Walnut Creek	✓		No	$12 Res club membership	No

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

None.

ATTACHMENTS:

None.