



**CITY OF DUBLIN
SENIOR CENTER ADVISORY COMMITTEE
SPECIAL MEETING AGENDA**

**THURSDAY, SEPTEMBER 1, 2016, 10:30 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 August 4, 2016 Regular Meeting

The Advisory Committee will consider approval of the minutes of the August 4, 2016 Regular Meeting.

STAFF RECOMMENDATION:

Approve the minutes of the August 4, 2016 Regular Meeting.

5. WRITTEN COMMUNICATIONS – None.

6. UNFINISHED BUSINESS – None.

7. NEW BUSINESS

7.1 Senior Center Advisory Committee Term Expirations

The Advisory Committee will receive a report on Committee Member term expiration dates.

STAFF RECOMMENDATION:

Receive the Report.

7.2 Senior Center Advisory Committee Annual Report

The Advisory Committee will receive a report regarding a bi-annual presentation to the Parks and Community Services Commission and the Dublin City Council.

STAFF RECOMMENDATION:

Receive the Report, provide feedback, and establish a Sub-Committee.

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.

7.3 Senior Fee Assistance Program

The Advisory Committee will receive a report on the components of a Senior Fee Assistance Program.

STAFF RECOMMENDATION:

Receive the Report, provide feedback, and make a recommendation on the Program.

8. **OTHER BUSINESS** – 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. **ADJOURNMENT**



STAFF REPORT SENIOR CENTER ADVISORY COMMITTEE

DATE: September 1, 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 August 4, 2016 Regular Meeting of the Senior Center Advisory Committee

EXECUTIVE SUMMARY:

The Senior Center Advisory Committee will consider approval of the minutes of the August 4, 2016 Regular Meeting of the Senior Center Advisory Committee.

FINANCIAL IMPACT:

None.

RECOMMENDATION:

Approve the minutes of the August 4, 2016 Regular Meeting of the Senior Center Advisory Committee.

DESCRIPTION:

The Senior Center Advisory Committee will consider approval of the minutes of the August 4, 2016 Regular Meeting of the Senior Center Advisory Committee.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

None.

ATTACHMENTS:

1. Draft Minutes of the August 4, 2016 Regular Meeting of the Senior Center Advisory Committee

ITEM NO: 4.1



SENIOR CENTER ADVISORY COMMITTEE

REGULAR MEETING

Draft Minutes

CITY OF DUBLIN

August 4, 2016

A Regular Meeting of the Dublin Senior Center Advisory Committee was held on Thursday, August 4, 2016 at the Dublin Senior Center. The meeting was called to order at 9:00 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, Brizee, Lore
Advisory Committee Members (CM) Absent:	Mack
Liaison Present:	Janine Thalblum, Parks and Community Services Commission Liaison
Staff Present:	Hudson, Jochner

ORAL COMMUNICATIONS

3.1 PUBLIC COMMENTS

Mr. Rich Guarienti, Dublin resident and volunteer leader of the Trail Trekkers program, commented on the sparse content of the Senior Center Advisory Committee minutes and suggested that some comments be shared, particularly if there is not a unanimous vote.

APPROVAL OF MINUTES

4.1 Regular Meeting July 7, 2016

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

ACTION

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

WRITTEN COMMUNICATIONS – None.

UNFINISHED BUSINESS – None.

NEW BUSINESS

7.1 Senior Fee Assistance Program Report

Mr. Rich Jochner, Recreation Supervisor, presented an overview of a proposed Senior Fee Assistance program.

ACTION

The Advisory Committee received the Report.

7.2 Senior Center Registration/Card Program

Mr. Rich Jochner, Recreation Supervisor, presented an overview of a proposed Senior Center Registration/Card program.

Chair Ito opened the floor for Public Comment.

Mr. Rich Guarienti, Dublin resident, questioned the amount of emergency information that would be needed and commented that when walking into other City facilities, emergency information is not required. He further commented that the registration fee could be raised gradually, starting at \$10 the first year.

Ms. Helen Coleman, Danville resident and volunteer leader of the Trail Trekkers program, questioned how viable the registration program would work for groups such as Trail Trekkers, where participants might not start at the Senior Center. She favored a starting fee of \$25 without gradual increases.

Mr. Herb Chan, Castro Valley resident and participant in Trail Trekkers and Path Wanderers programs, supported the registration fee to help support Senior Center Activities.

Seeing no further comment, Chair Ito closed the floor for Public Comment.

Mr. Jochner stated Staff would consider the comments of the Advisory Committee Members and the public and present a proposal to the Advisory Committee at a future meeting.

ACTION

The Advisory Committee provided feedback and 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 10:57 AM.

Minutes prepared by Rich Jochner, Recreation Supervisor.

Holly Ito
Chairperson

ATTEST: _____

Rich Jochner
Recreation Supervisor



STAFF REPORT

SENIOR CENTER ADVISORY COMMITTEE

DATE: September 1, 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 Advisory Committee Term Expirations

EXECUTIVE SUMMARY:

The Advisory Committee will receive a report on Committee Member term expiration dates. Two of the five Advisory Committee Member terms will expire in December 2016, and both are eligible to reapply.

FINANCIAL IMPACT:

None.

RECOMMENDATION:

Receive the Report.

DESCRIPTION:

Per the Bylaws and Rules of Procedure:

III. TERM OF OFFICE AND REMOVAL

- A. Committee Members shall be appointed for terms which run four (4) years beginning in December of even numbered election years and ending in December of even numbered election years. At the end of a Committee member's term, the Committee Member may be reappointed to the Committee in the same manner as the initial appointment. Committee Members shall be eligible to serve a maximum of eight (8) years with two (2) four-year terms.

IV. VACANCIES

Vacancies on the Advisory Committee occurring other than by expiration of term shall be filled for the unexpired portion of the term in the same manner as the original appointment.

In December 2016 two (2) Committee Member terms will expire. Individual Committee Members term expiration dates are listed below:

Commissioner	Term Expiration Date	1st Term	2nd Term	Status
Beth Brizee	12/18	12/15– 12/18		Current
Jerrie Lore	12/18	12/15– 12/18		Current
Eddie Jo Mack	12/18	12/10 - 12/14	12/14 – 12/18	Current
Holly Ito	12/16	12/12 – 12/16		Term expires December 2016; eligible for re-appointment
Ramona Krausnick	12/16	12/12 – 12/16		Term expires December 2016; eligible for re-appointment

Committee Members whose terms expire and are eligible for re-appointment must re-apply to be considered for re-appointment. The application period has not yet been determined. When the application period has been determined, the dates and application will be announced and available on the City’s website, www.dublin.ca.gov, and at the City Clerk’s Office at City Hall, 100 Civic Plaza, Dublin.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

None.

ATTACHMENTS:

None.



STAFF REPORT

SENIOR CENTER ADVISORY COMMITTEE

DATE: September 1, 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 Advisory Committee Annual Report

EXECUTIVE SUMMARY:

The Advisory Committee will receive a report regarding a bi-annual presentation to the Parks and Community Services Commission and the Dublin City Council. Staff recommends two members of the Senior Advisory Committee serve on a Sub-Committee and co-present this presentation.

FINANCIAL IMPACT:

None.

RECOMMENDATION:

Receive the Report, provide feedback, and establish a Sub-Committee.

DESCRIPTION:

On a bi-annual basis, the Advisory Committee presents a report highlighting activities and events conducted at the Dublin Senior Center to the Parks and Community Services Commission and the Dublin City Council. Staff recommends the Advisory Committee discuss which events and activities should be included to create a presentation highlighting the special activities and events offered at the Dublin Senior Center over the past two years. Staff also recommends the Advisory Committee form a Sub-Committee of two members to present the presentation. The information will cover the period of July 2014 through June 2016. One portion of the presentation will highlight the 10th Anniversary Senior Center Gala Celebration in 2015. Two Senior Center Advisory Committee Members will present the annual report to the Parks and Community Services Commission and to the Dublin City Council.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

None.

ATTACHMENTS:

None.



STAFF REPORT

SENIOR CENTER ADVISORY COMMITTEE

DATE: September 1, 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

EXECUTIVE SUMMARY:

The Advisory Committee will receive a report on the components of a Senior Fee Assistance Program.

FINANCIAL IMPACT:

None.

RECOMMENDATION:

Receive the Report, provide feedback, and make a recommendation on the Program.

DESCRIPTION:

The City of Dublin Senior Fee Assistance Program will provide eligible Dublin seniors financial assistance to participate in City-sponsored senior recreation programs.

The Senior Fee Assistance Program will be based on the City's existing Youth Fee Assistance program, which began in Fiscal year 2009-2010. The source of revenue for the Program will be from community donations and the City-sponsored fundraising efforts.

Eligibility:

- Dublin Residents aged 50 years and older.
- Household income needs to meet the Housing and Urban Development income limits for Alameda County.
- Family Income limits will be listed on the Senior Fee Assistance Program application.

Application process:

- Eligible seniors need to complete a Senior Fee Assistance Program application.

- Proof of income required; i.e. pay stubs, tax returns, documentation of AFDC assistance, etc.
- Completed application is submitted to the Recreation Supervisor for review, verification and approval.
- Eligibility will expire one year from date of application approval. Eligible senior applicants will need to re-apply for assistance on an annual basis.

Distribution of Funds:

- Funding limit is \$200 per senior, per year, up to a 50% subsidy of the registration fee. Example: If the program/class has a registration fee of \$30, the applicant will be responsible for a payment of \$15 (the Assistance Program will pay the remaining \$15).
- Assistance Program funds cannot be credited or refunded to the applicant.
- The applicant has one year from the date of approval to spend the allotted \$200. Scholarship funds cannot be carried over from year to year.
- Scholarship funds cannot be transferred between seniors. Example: If one senior did not spend any of their allotted funds, their allotted funds cannot be given to another eligible applicant.
- Funds can only be used for senior activities/programs/classes offered by the City's Parks and Community Services Department. Funds cannot be used for rental of City facilities or picnic areas.

Application Status:

- Eligible applicants will be contacted by phone by City Staff as funds become available. Wait time for applicants to be contacted varies based on the amount of funds available. Staff will make every effort to contact applicants within five working days of application approval. If the Assistance Program fund balance is low, Staff will contact the applicant to provide application status.
- Staff will direct eligible applicants to register in-person at the Dublin Senior Center where Senior Center Administration Staff will process their registration.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

None.

ATTACHMENTS:

None.