



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

**THURSDAY, NOVEMBER 3, 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 October 6, 2016 Regular Meeting

The Advisory Committee will consider approval of the minutes of the October 6, 2016 Regular Meeting.

STAFF RECOMMENDATION:

Approve the minutes of the October 6, 2016 Regular Meeting.

5. WRITTEN COMMUNICATIONS – None.

6. UNFINISHED BUSINESS – None.

7. NEW BUSINESS

7.1 New Registration Management Software

The Advisory Committee will receive a report on the new registration management software.

STAFF RECOMMENDATION:

Receive the Report.

7.2 Senior Center Advisory Committee Bi-Annual Report

The Advisory Committee will receive a report on the proposed presentation to the Parks and Community Services Commission and the Dublin City Council.

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. **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: November 3, 2016

TO: Honorable Chair and Committee Members

FROM: Rich Jochner, Recreation Supervisor

SUBJECT: Minutes of the October 6, 2016 Regular Meeting of the Senior Center Advisory Committee

EXECUTIVE SUMMARY:

The Senior Center Advisory Committee will consider approval of the minutes of the October 6, 2016 Regular Meeting of the Senior Center Advisory Committee.

FINANCIAL IMPACT:

None.

RECOMMENDATION:

Approve the minutes of the October 6, 2016 Regular Meeting of the Senior Center Advisory Committee.

DESCRIPTION:

The Senior Center Advisory Committee will consider approval of the minutes of the October 6, 2016 Regular Meeting of the Senior Center Advisory Committee.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

None.

ATTACHMENTS:

1. Draft Minutes of the October 6, 2016 Regular Meeting of the Senior Center Advisory Committee



SENIOR CENTER ADVISORY COMMITTEE

REGULAR MEETING

Draft Minutes

CITY OF DUBLIN

October 6, 2016

A Regular Meeting of the Dublin Senior Center Advisory Committee was held on Thursday, October 6, 2016 at the Dublin Senior Center. The meeting was called to order at 9:34 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, Lore, Brizee, Mack

Advisory Committee Members (CM) Absent:

Krausnick

Liaison Present:

Janine Thalblum, Parks and Community
Services Commission Liaison

Staff Present:

Hudson, Jochner

ORAL COMMUNICATIONS

3.1 PUBLIC COMMENTS – None.

APPROVAL OF MINUTES

4.1 Special Meeting September 1, 2016

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

ACTION

Approved minutes of the September 1, 2016 Senior Center Advisory Committee Special Meeting.

WRITTEN COMMUNICATIONS – None.

UNFINISHED BUSINESS – None.

NEW BUSINESS

7.1 2016 Summer Quarterly Report

Ms. Anna Hudson, Recreation Coordinator, presented an overview of the 2016 Summer Quarterly Report.

ACTION

The Advisory Committee received the Report.

7.2 Senior Center Registration/Card Program

Mr. Rich Jochner, Recreation Supervisor, presented an overview of the Senior Center Registration/Card Program.

Chair Ito opened the floor for Public Comment.

Mr. Rich Guarienti, Dublin resident, questioned how the proposed program would affect the Trail Trekkers and Path Wanderer programs. He suggested keeping the \$5 drop-in fee for non-registered participants but waiving the \$5 day pass since these activities take place outside the Senior Center.

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

On a motion by CM Lore, seconded by CM Mack, and by a vote of 3-1-0 with CM Krausnick absent, the Advisory Committee took the following action:

ACTION

Recommended establishing a Senior Center Registration/Card Program with two registration levels. The first level would be for an individual registration at \$20 for residents, and the second level would be for a VIP registration which includes an individual registration plus two guest passes at \$30 for residents. The non-resident rate would be 20% higher.

7.3 Senior Center Advisory Committee Annual Report

Ms. Anna Hudson, Recreation Coordinator, presented an overview of the Senior Center Advisory Committee Annual Report.

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 10:58 AM.

Minutes prepared by Rich Jochner, Recreation Supervisor.

Chairperson

ATTEST: _____

Rich Jochner
Recreation Supervisor



STAFF REPORT SENIOR CENTER ADVISORY COMMITTEE

DATE: November 3, 2016
TO: Honorable Chair and Committee Members
FROM: Rich Jochner, Recreation Supervisor
SUBJECT: New Registration Management Software

EXECUTIVE SUMMARY:

The Advisory Committee will receive a report on the new registration management software.

FINANCIAL IMPACT:

None.

RECOMMENDATION:

Receive the Report.

DESCRIPTION:

The City of Dublin Parks and Community Services Department currently uses recreation management software to register customers for classes, activities, events, memberships, and leagues, and to book facility rental reservations. The software currently being used is called CLASS, a product of The Active Network, Ltd. The Active Network provided notification to its customers that the CLASS product is being phased out, with technical support ending on November 30, 2017. As a result, Staff has been researching replacement recreation management software.

Staff worked with Client First, a software consulting firm, to conduct a needs assessment, prepare a Request for Proposals, determine feature /function requirements, review and rate vendor demonstrations, and select a vendor that best accommodated the software needs of the Department and the City as a whole. The software selected was Vermont System's (VSI) RecTrac (and related products WebTrac, etc.).

Staff is currently in the process of receiving system training and working on system implementation for an anticipated go-live date of January 3, 2017. System implementation includes an outreach plan to notify and prepare existing customers and the community-at-large for the new software in advance of the go-live date.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

None.

ATTACHMENTS:

None.

ITEM NO: 7.1



STAFF REPORT SENIOR CENTER ADVISORY COMMITTEE

DATE: November 3, 2016
TO: Honorable Chair and Committee Members
FROM: Rich Jochner, Recreation Supervisor
SUBJECT: Senior Center Advisory Committee Bi-Annual Report

EXECUTIVE SUMMARY:

The Advisory Committee will receive a report on the proposed presentation to the Parks and Community Services Commission and the Dublin City Council.

FINANCIAL IMPACT:

None.

RECOMMENDATION:

Receive the Report and provide feedback.

DESCRIPTION:

The Senior Center Advisory Committee will review the proposed Dublin Senior Center Advisory Committee Bi-Annual Report that is scheduled to be presented to the Parks and Community Services Commission in November 2016 and to the City Council in December 2016.

Committee Members Ito and Mack are serving on a sub-committee to present the report to the Parks and Community Services Commission and the City Council.

The Advisory Committee Members will be asked to provide feedback on the proposed report, and what components could be changed, deleted, or added, if any, to improve the overall presentation.

NOTICING REQUIREMENTS/PUBLIC OUTREACH:

None.

ATTACHMENTS:

None.