



Winters Senior Commission on Aging Meeting
On line Zoom meeting: Join Zoom Meeting

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Meeting ID: 820 7026 0485

Passcode: 641265

Wednesday, January 13, 2021 @ 5:30 p.m.

AGENDA

Pledge of Allegiance
Roll Call
Approval of Agenda
Approval of November Minutes

Public Comments

At this time, any member of the public may address the Winters Senior Commission on Aging on matters, which are not listed on this agenda. Citizens should reserve their comments for matters listed on this agenda at the time the item is considered by the Winters Senior Commission on Aging. Public comments may also be continued to later in the meeting should the time allotted for public comment expire. The Winters Senior Commission on Aging will not discuss or act on any information due to the guidelines of the Brown Act. Individual(s) addressing the Winters Senior Commission on Aging will be limited to three minutes per person.

Introductions, welcome and swearing in of our two new commissioners:

Valerie Whitworth and Dawn Van Dyke

Discussion Items

1. Liaison updates-
 - a. City re senior apartments and community center and policy to support AARP age friendly community
 - b. County Commission on Aging-covid update/
 - c. Yolo Healthy Aging Alliance/
 - d. Area 4/
 - e. Winters Senior Foundation
 - f. Hispanic Advisory committee
 - g. Health Foundation
 - h. Elder Day Council/ others?
2. Senior Resource Guide update and universal policy regarding fund raising for commission activities -Debra

3. Community needs for assisted living -survey update
4. Pedestrian safety at Grant and Morgan- update and call to action
5. Brown Act training Jan 15, 2021 @ 3:30 online
6. Suggestion to investigate senior community center best practices and our Senior community's desires for use of new center
7. Invitation to police commissioner to share information with commission about Vitals/SNAP program related to emergencies
8. Senior Survey from City- review, update and make recommendations for continued use

Action Items

1. Approve Policy for future up-dates to resource guide
2. Approve and submit to city council standard form letters for requesting donations to support the commission's work and thank you letter
3. Letters to leadership in County/state/ Cal Trans
4. Subcommittee to investigate best practices for use of senior community centers-
5. Commission Goal Setting for 2021- SMART goals to be reported on at end of year

Next Meeting:

February 10,2021

Adjournment:

I declare under penalty of perjury that the foregoing agenda for the January 13, 2021 meeting of the Winters Senior Commission on Aging was emailed/mailed to each member and posted on the outside public bulletin board at City Hall, 318 First Street on January 8, 2021 and made available to the public during normal business hours.

Ashley R. Bussart, City Clerk

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COUNCIL MEMBERS
Harold Anderson
Jesse Loren
Pierre Neu

MAYOR
Bill Biasi
MAYOR PRO TEM
Wade Cowan

CITY CLERK
Ashley Bussart
TREASURER
Shelly Gunby

CITY MANAGER
Kathleen Tropa



MINUTES OF THE REGULAR MEETING OF THE WINTERS SENIOR COMMISSION ON AGING HELD ON

Date:	November 12, 2020
Time:	5:30 p.m.
Place:	ZOOM
Attending:	Commissioners: Debra Palmer, Marianne Boyer, Tina Lowden, Wally Pearce, Cheryl Sandoval, Michael Felsen Liaison: Winters Councilman/Mayor: Wade Cowan Interim City Manager: Shelly A Gunby
Absent	None
Agenda	Motion to approve made by Commissioner Felsen. Motion seconded by Commissioner Lowden. Unanimous vote to approve agenda.
September Meeting Minutes	Motion to approve made by Commissioner Lowden. Motion seconded by Commissioner Felsen. Unanimous vote to approve minutes.
October Meeting Minutes	Motion to approve made by Commissioner Boyer. Motion seconded by Commissioner Lowden. Unanimous vote to approve agenda, with a double check regarding the version number of the Survey listed in the minutes.

Presentation - Emergency Preparedness and Evacuation Planning for Seniors and People with Access and Functional Needs, by Kate Laddish and Elaine Roberts Musser of the Disaster Preparedness Subcommittee of the Yolo County Commission on Aging and Adult Services.	
Discussion:	Thank you for this presentation!
Action Items:	Continue to network and generate action items, as indicated.
Agenda Item #1: Senior Resource Guide Update and Call for Procedure to Update Guide	
Discussion:	Reviewed additions for final version.
Action Items:	Establish a policy for how the guide is updated at specific intervals of time.
	Establish a process for funds related to the guide, such as an account through the City of Winters.
	Related action item: Consider inviting the Winters Police Commissioner to present regarding VITALS and SNAP.
Agenda Item #2: Survey, Version #4 -Community Need for Assisted Living	
Discussion:	Discussed potential concerns regarding legal considerations related to the survey.
Action Items:	<i>City Attorney</i> to review and report back to us.
Agenda Item #3: Liaison Reports	
Discussion:	Commissioners provided updates.
Action Items:	Continue to network and generate action items, as indicated.
Agenda Item #4: Update on Funding For Senior Community Center	
Discussion:	Fundraising Committee for Winters Senior Center Furniture & Fixtures has been established. Still taking applications.
Action Items:	Network with committee and support as indicated.
Agenda Item #5: Update on Blue Mountain Terrace Senior Apartment Completion	
Discussion:	Reviewed available information regarding status.
	Interest list, collecting names of individuals interested in the apartments.
	Target date for opening, to be determined. Hoping for Spring of 2021, but not solidified as of yet.
Action Items:	Continue to gather information regarding project completion.
Agenda Item #6 Future Agenda Items and Next Meeting	

Discussion:	Next meeting: Discussed date for next meeting. Commissioner Pearson motioned for change of date. No meeting in December. Next meeting, 1/13/2021. Commissioner Lowden seconded the motion. Unanimous vote.
	Brown Act Training: Commissioner Pearson made a motion that we clarify the training that we completed previously, and determine what training is needed at this time. Commissioner Felsen seconded the motion. Unanimous vote. Consult with <i>City Attorney</i> regarding training needs.
	Additional considerations for our next agenda: 1) Crosswalk from senior apartments to grocery store, what do we know and what do we need to find out regarding resources and possible barriers. 2) Survey for healthcare providers regarding community assisted living needs. 3) Feedback from City of Winters regarding AARP status and goals. 4) Emergency Awareness Plan.
Action Items:	Draft new agenda items as indicated.

Follow-up Action Item:	Next Step For Resource guide. Hard Copy Printing and Distribution, pending at this time.
Follow-up Action Item:	Plans for Survey of Assisted Living Needs/Administration, City Attorney to review prior to distribution.
Follow-up Action Item:	Plans to Determine 2021 Goals and Objectives: In process at this time.
Next Meeting:	1/13/2021
Adjournment:	Motion to adjourn made by Commissioner Lowden. Motion seconded by Commissioner Palmer. Unanimous vote. Adjourned.
	Happy Holidays to everyone!

Cheryl Sandoval

Cheryl Sandoval
Secretary



City of Winters Commission on Aging Policy

Topic: senior resource guide

The Winters Senior Resource Guide shall be reviewed and updated by members of the commission as necessary every two years or sooner if necessary, as changes are made known to members of the commission.

All information will be cross checked by at least two members of the commission to ensure accuracy of information on even numbered years.

Updated guides will include the year of the revision and be uploaded on to the city website.

Hard copies will be made available and distributed to local organizations as resources are made available for printing and distribution.

Date

Name of city official

Signature

Title