

**Senior Advisory Board Meeting
Wednesday, March 13, 2013
Lafayette, Senior Services**

Board Members Present:

Carol Poore, Bob Magin, Ruth Gensert Jones, Robin Osborne, Mike Eikenberry, Jay Ruggeri, and Diane Robison

Board Members Absent:

Jean Gilmore (alternate 1)

City Council Liaison:

Brad Wiesley, City Council

Senior Services Staff:

Vern Swanagon, Senior Services Manager

Public representatives:

Pat Vigil, Samir Serougi, Jean Lefort, Richard and Annie Severeid, and Jim McCullough

OPENING OF REGULARLY SCHEDULED MEETING

Ruth Gensert Jones called the meeting to order at 335 p.m. with the Pledge of Allegiance.

The February minutes were unanimously approved.

ITEMS FROM THE PUBLIC:

- Pat Vigil stated that he felt the lunch program puts non-Josephine Commons residents at a disadvantage. He mentioned the inability to use the phone at the front desk and the computer room.
- Jim McCullough stated that the atmosphere at Josephine Commons is less homey and more formal than what was present when the lunch program was held at the Senior Center. He felt that there were problems in the transition.
- Samir Serougi was upset about the inability to use leftovers to make soup and other snacks.

CITY COUNCIL LIAISON REPORT:

Brad Wiesley responded to the outlined issues from residents and the senior community who attend the lunch program and/or live at Josephine Commons. He proceeded to address the issues one by one.

- Firstly, Brad responded that while we (the City of Lafayette and the senior community living here) can make requests for changes, we do not have the ability to actually change anything at Josephine Commons because the building is owned by Boulder County.
- Zero step entry
 - Apparently the Boulder County Housing Authority is planning to redo the front entrance.

- The question on everyone's mind was when this will take place. Brad indicated that there was no specific time at this point.
- Jay Ruggeri would like to be involved. Brad will contact Curt and Frank regarding his request.
- Pat Vigil suggested using a temporary ramp with side rails.
- Nothing was mentioned regarding the snow removal.
- Emergency Communication
 - The City of Lafayette purchased a cell phone for Lori to use during the lunch program hours. It was suggested that this number be posted in the new brochure.
 - The question of what the scope of the phone use was brought up and discussed.
 - Since Lori is only part-time, who will answer the phone when she is not working?
 - Who will put on messages and change them?
 - A message must clearly state that this phone is not meant for making or cancelling reservations.
 - In the case of 911 emergencies, it is acceptable to reach over the desk and use the phone.
 - Regarding procedures for emergencies:
 - Josephine Commons needs a specific contact person however there is no staff available at this time. Edna is the on-site manager but is only part-time.
 - It was suggested that perhaps the residents could volunteer in the future.
- Transportation
 - There is no way VIA can provide free transportation. However, individuals can request a discount. VIA is willing to work with individuals and provide a sliding scale.
 - There is more concern regarding the cost for those seniors who could walk to the Senior Center before the move but who now cannot walk to Josephine Commons.
 - Carol Poore could only think of two individuals who fit that category. Vern will do some checking.
 - Lori indicated that two regulars and one temporary person needs to take VIA that did not previously need to do so.
 - Now is a good time to review RTD needs as they are doing a comprehensive study on future needs.
- Atmosphere
 - The lunch program is still in transition. The process takes time to build a community spirit.
 - Vern commented that plants, a display case, table cloths, a coat rack, and the "Eat, Meet and Greet" sign would add to the ambiance. Senior Services is currently discussing these items with the Boulder County Housing Authority (BCHA) staff at Josephine Commons.
 - A Social Committee was suggested and is currently in the works for April. There is a group working with Lori to make table decorations in the interim. Renee is working with Kris Durso, BCHA to form the

Social Committee which will be made up of both greater community residents and Josephine Commons residents. There will be a short application process for those who are interested in participating. It was suggested that the Social Committee consider some programs that could be held at Josephine Commons before/after lunch.

- The program hours are 11-2 p.m. Programs with fees attached are okay from a liability standpoint. Drop in programs with no fees will be considered by the Social Committee when it is formed.
- It was suggested that there be announcements during lunch regarding upcoming programs/activities offered at the Senior Center. Carol Poore responded that sometimes that does occur. Lori often makes announcements during the lunch program.
- The computers are only for the residents of Josephine Commons. It is listed as an amenity for them. It was suggested that if no one was there or there was no line for their use, perhaps non-residents could use the computers.
- Access
 - There will be discussion with the County regarding the usage of the doors to the parking lot. However, it is up to the County as they own the building.

STAFF REPORTS

Vern reported:

- The Senior Center is trying out a new pilot program this month. The Boulder Big Band will be practicing on Tuesday evenings from 7:30 to 9:30 p.m. thru the month of March. This is a closed practice. Should this work out for all involved, the band may provide music for the Senior Center in the future. Some of the members are seniors living in Lafayette.
- The Staff is working on the next Activity Guide. There will be some changes. The guide will start with Community activities and there will be a large Adult section which will include a Senior Mingle program.
- Vern is updating the Nutrition Program policies and procedures so that we follow all the federal and local rules and regulations. She wants everything to be transparent.
 - For those seniors who can't come to Josephine Commons, they can sign up with Meals on Wheels.
 - The Nutrition Program can no longer use left over food to make soup or snacks. The key is to not have leftovers so there is no waste. The registration process is extremely important in providing accurate numbers. It was never okay to use the leftovers for soup.
 - Eligible seniors (>60 years old) do not pay. Ineligible persons pay \$5.50/meal.
 - Coffee in the morning is provided by the County and made by Josephine Commons' residents.
 - Lori is checking with authorities to see if we can provide birthday cakes or other treats on special occasions with the lunch program. These items do not meet the nutrition requirements.

COMMITTEE REPORTS:

ACC:

Robin Osborne reported on the March meeting:

- VIA gave a presentation
- Sheri Leech reported that the old age dental plan is in place.
- Project Visit ability
- Senior Day at the Capitol is March 20, 2013.
- ARCH received funds for Veterans.
- There are 9 new members.

HOSPITALITY:

Cards sent by the Hospitality Chairman, Lela Rippeth 2/14/13-3/13/13

Sympathy 0

Get Well 2

St Patrick's Cards 21

Lela purchased the St. Patrick's Day cards for \$17.20 and Easter cards for \$15.88.

HOUSING:

- Josephine Commons update by Carol Poore. Nothing in addition to the discussion with Brad.

NUTRITION:

- Diane Robison reminded everyone that Nutrition Week was coming up later this month and if you are interested, you need to register. Vern included the flyer in our packet.

FOUNDATION:

- Robin Osborne reported no new developments.
- Robin has yet to hear from Jack Williamson and asked Vern whether she had spoken with him. Vern stated that they had played telephone tag to some extent. Robin requested that Vern give her his number and she will try to contact him.

PR/MARKETING:

- Diane Robison reported no update and stated that she could not continue with this committee due to time constraints. She requested that someone else take over the committee. Jay Ruggeri volunteered to help with the committee but could not do it on his own. There were no other volunteers. Discussion followed that most if not all of the committees involved some PR/Marketing. It was suggested that Vern ask Debbie Wilmot to attend the next meeting to educate the board on techniques in PR/Marketing regarding all the board's projects.

PROGRAMS FOR YOUNGER SENIORS:

- Ruth asked Vern about the travelogue she was interested in starting. Vern stated that legally we could not bring in and show tapes/movies to the

Senior Center that Ruth might rent. There is a process to obtain approval. However, we could have Collette Tours come for a program.

COMMUNITY AWARENESS:

Bob Magin had no report.

SCHEDULED AGENDA ITEMS:

- Strategic Goals for 2013
 - Discussion was tabled till next month. Robin requested that the board review the goals for which they responsible and be ready to outline the task completion date(s).
 - Robin also requested that we think about how we have impacted the seniors to make life better for them.
- Status of Applicants for:
 - Senior Advisory Board
 - Carol and Ruth both reported that Joyce Summers has been encouraged to apply. They will talk to her again.
 - Aging Advisory Board
 - Robin requested that Vern give her Jack's phone number so she can talk with him directly.

ANNOUNCEMENTS:

None

SUGGESTED AGENDA ITEMS for the April 10, 2013 meeting:

- Discuss the ownership of tasks and outline task completion dates. Should PR/Marketing be a separate goal?
- Status of applicants for Senior Advisory Board and Aging Advisory Board.
- Debbie Wilmot will be asked to give a presentation on PR and Marketing.
- Subcommittee for Josephine Commons issues

ADJOURNMENT:

5:50 p.m.

The next regularly scheduled meeting will be Wednesday, April 10, 2013 at 3:30 P.M. at Lafayette Senior Services.

Submitted by Diane Robison, Secretary