



**City of Menifee  
Senior Advisory Committee  
Meeting Agenda  
Tuesday, September 26, 2017**

**City Council Chambers  
29714 Haun Road  
Menifee, CA 92586**

**10:00 a.m. Regular Meeting**

THE PURPOSE OF THE SENIOR ADVISORY COMMITTEE MEETINGS ARE TO CONDUCT THE CITY'S  
BUSINESS

PLEASE SEE OUR DECORUM POLICY NOTES AT THE END OF THIS AGENDA

## AGENDA

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. FLAG SALUTE**
- 4. PRESENTATIONS**
  - 4.1. Red Cross: Sound the Alarm Project  
Ernie Calderone**
- 5. APPROVAL OF MINUTES**
  - 5.1. Minutes from August 22, 2017**
- 6. AGENDA APPROVAL OR MODIFICATION**
- 7. PUBLIC COMMENTS (non-agenda items only)**
- 8. DISCUSSION ITEMS**
  - 8.1. Strategic Planning**
    - Review the 2016/2017 Strategic Planning Items
    - Recommend further action on incomplete items
    - Discuss and recommend new action items and completion dates for fiscal year 2017-2018 Committee agendas
- 9. COMMUNITY SERVICES SUPERVISOR COMMENTS**
  - 9.1. Department Update**

- Homeless Task Force Coalition Meeting- Wednesday, September 27, 2017 at 3:00pm
- Senior Scam Stopper Workshop- October 20, 2017 at 10:00am, Kay Cenicerros Senior Center
- Fall Festival- October 28, 2017 at 3:00pm, Audie Murphy Ranch Sports Park
- Healthy Menifee Kick-off- Monday, October 30, 2017 at 5:30pm

## 10. COMMITTEE MEMBER REPORTS ON COMMITTEE ACTIVITIES

## 11. FUTURE AGENDA REQUESTS FROM COMMITTEE MEMBERS:

### Items Scheduled for Future Agendas:

Caregiver's information  
 Nursing home information  
 Senior Workforce Program

## 12. ADJOURNMENT

Next meeting: October 24, 2017 at 10:00am

### Decorum Policy Notes

*Please use a speaker request form when you wish to address the Committee*

*The Committee anticipates and encourages public participation at its Committee meeting, both on agenda items and during the public comments period. Please use respect by not having your cell phones on, refrain from talking in the audience or outbursts that may be disruptive. While we encourage participation, we ask there be a mutual respect for the proceedings.*

### Staff Reports

*Materials related to an item on this Agenda, including those submitted to the Committee after distribution of the agenda packet, and are available for public inspection by contacting Jen Allen, Deputy City Clerk, at (951) 672-6777 during normal business hours.*

### Compliance with the Americans with Disabilities Act

*If you need special assistance to participate in this meeting, you should contact Jennifer Allen, Deputy City Clerk, at (951) 672-6777. Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting.*

**City of Menifee Senior Advisory Committee  
Regular Meeting Minutes  
Tuesday, August 22, 2017**

**1. CALL TO ORDER**

Committee Chair Gloria Sanchez called the meeting to order at 10:03 AM.

**2. ROLL CALL**

Present were: Committee Chair Gloria Sanchez, Committee Vice-Chair Ken Woytek, Committee Member Ruth Goulet, Committee Member Helen Alexander, Committee Member Anne-Marie Novack, Committee Member Angela Wojtkowski, Committee Member Darrell Thompson, Community Services Supervisor Jason Hendrix, Community Services Coordinator Aisha Wilson and two (2) members of the public.

**3. FLAG SALUTE**

**4. PRESENTATIONS**

**4.1 Swearing in of Committee members**

**5 APPROVAL OF MINUTES**

**5.1. Minutes of June 27, 2017**

A motion to approve the previous minutes of was made by Committee Vice-Chair Woytek

Motion was seconded by Committee Member Goulet

Motion was unanimously approved.

**6 AGENDA APPROVAL OR MODIFICATION**

A motion to approve the agenda was made by Committee Member Alexander

Motion was seconded by Committee Member Goulet

Motion was unanimously approved.

**7 PUBLIC COMMENTS (non-agenda items only)**

Krista Dixon wanted to know how committee members get chosen. She is new to the neighborhood and would like to get involved.

## **8 DISCUSSION ITEMS**

### **8.1 Senior Resource Directory**

- Finalize and discuss timeline for distribution of the Senior Resource Directory.

Committee Chair Sanchez would like a month to review.

Community Service Supervisor Hendrix recommend that everyone provide input of changes and gave a deadline of September 28, 2017.

Committee Member Thompson asked what the criteria for information being placed in directory.

Community Service Supervisor Hendrix told Committee Member Thompson that is was based on a survey that was taken at the Senior Health and Wellness Fair.

Committee Chair Sanchez mentioned that it is a working document.

Committee Member Goulet asked about spaces in the directory.

Community Service Supervisor Hendrix told Committee Member Goulet it was spaces for the advertiser

Committee Member Novak noted the font color of the Directory should not be red or green.

## **9 COMMUNITY SERVICES SUPERVISOR COMMENTS**

### **9.1 Department Update**

- Homeless Task Force Coalition Meeting – Wednesday, August 23, 2017 from 8:30am-10:30am
- Youth Advisory Committee Interviews – Thursday, September 7, 2017 at 4:00pm
- Special Olympics Orientation – Saturday, September 9, 2017 at 9:00am
- Healthy Menifee Kick-Off. Monday, September 25 2017 at 5:30 pm

## **10 COMMITTEE MEMBER REPORTS ON COMMITTEE ACTIVITIES**

Committee Member Alexander asked about LAFCO.

Committee Member Novak asked about what was the reason for waiting.

Committee Member Goulet mentioned that the two golf courses have been sold to Koreans and have not been up keeping with the property.

Committee Chair Sanchez says as a committee we should keep an eye on what's going on.

Committee Member Novak noted that she is looking at different projects to get involved in. Mentioned that she reached out to Lowes to see about smoke detector program. She mentioned that Lowes provide and install 300 smoke detectors in Sun City earlier this year.

Committee Vice-Chair Woytek talked about how it would be great to have a trolley system to help offset people on the road.

Committee Chair Sanchez talked about a concern with transportation in the city of Menifee. She would like to put transportation on the agenda. She mentioned about also having transportation for special events.

## **11 FROM COMMITTEE MEMBERS**

### **Items Scheduled for Future Agendas:**

Strategic Planning for September Meeting

Caregiver's information

Nursing home information

Senior Workforce Program

Transportation

## **12 ADJOURNMENT**

Committee adjourned the meeting at 11:06am

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Aisha Wilson, Community Services Coordinator

## **CITY OF MENIFEE**

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SUBJECT: STRATEGIC PLANNING 2017/2018

MEETING DATE: September 26, 2017

TO: Committee Chair and Committee Members

PREPARED BY Aisha Wilson, Community Services Coordinator

REVIEWED BY: Jason Hendrix, Community Services Supervisor

APPROVED BY: Robert Lennox, Community Services Director

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### **RECOMMENDED ACTION**

1. Review the 2016/2017 Strategic Planning Items; and
2. Recommend further action on incomplete items; and
3. Discuss and recommend new action items and completion dates for fiscal year 2017-2018 Committee agendas.

### **DISCUSSION**

By conducting a strategic planning special workshop, the Committee will be able develop an organized plan of action on what, when, and the priority of existing senior needs and issues at future meetings.

Senior Advisory Committee (SAC) members will review the 2016/2017 action plan and recommend further action on incomplete items. SAC Members will then discuss and recommend new action items for fiscal year 2017-2018. For each action item, Committee members will identify key partners, funding sources and provide an estimate date of completion. SAC members will also discuss who will take the lead for each item to be responsible to provide updates on the progress of the action items.

After strategic planning has concluded staff will compile results and send to the committee as a working document.

### **FISCAL IMPACT**

None.

### **ATTACHMENTS**

1. 2016/2017 Strategic Planning Worksheet
2. 2017/2018 Strategic Planning Worksheet

City of Menifee: Senior Advisory Committee  
Strategic Planning Workshop 2016/2017



<u>Item Number</u>	<u>Topic</u>	<u>Committee Member</u>	<u>Item Description</u>	<u>Priority Ranking</u>	<u>Main Category</u>	<u>Status</u>
1	Communication	2013 Senior Needs Assessment Survey	Discuss Enhancing and expanding existing communication methods to seniors: senior dedicated webpage, newsletters, email alerts.	2	Communication	Complete
2	Directory/Resource Guide	2013 Senior Needs Assessment Survey	Discuss developing a central directory/resource guide for senior residents.		Directory/Resource Guide	Item will be completed by 12/2017
3	Emergency Response Program	Ken Woytek	Discuss establishing emergency response programs and benefits to individual and senior community as a whole.		Emergency Preparedness	
4	Public Safety Issues	Ken Woytek	Discuss improving additional efforts individual residents/business owners can take to prevent home invasions, vandalism, carjackings		Public Safety	
5	Senior Center Programming	Ken Woytek	Review existing programming at senior center and discuss updating/changing/adding new programming reflective of the senior community's interests		Senior Center Programming	Complete
6	Social and Recreational Opportunities	2013 Senior Needs Assessment Survey	Expand existing social and recreational opportunities available to seniors. Discuss adding free fitness classes at senior center, providing subject specific classes/services on topics like: financial planning, emergency preparedness, using PCs, smartphones, and tablets. Establish cultural program led by senior authorities.	3	Social and Recreational Opportunities	Complete
7	Transportation	2013 Senior Needs Assessment Survey	Discuss Improving transportation options for seniors. Review existing resources available and potential collaborations.	1	Transportation	
8	Golf Cart Accessibility	Chuch Reutter	Discuss/review golf cart accessibility throughout City.	1	Transportation	
9	Develop/Expand Senior Volunteer Opportunities	Ken Woytek	Establish different senior volunteer program opportunities, including emergency preparedness, volunteers for aquatics programs		Volunteer Opportunities	
10	Water Conservation	Ruth Goulet	Discuss water conservation throughout community	N/A	Other	Requested be removed from future discussion at 7/22/2014 SAC meeting.







