

**THE CITY OF COSTA MESA
REGULAR MEETING OF THE SENIOR COMMISSION
NOVEMBER 10, 2015**

1. Call to Order: The Senior Commission meeting was called to order by Chair Feeney at 9:00 a.m. on November 10, 2015 at the Senior Center, 695 19th Street, Costa Mesa, California.

2. Pledge of Allegiance: Commissioner Perry

3. Roll Call

Present: Chair Feeney, Commissioner Bauermeister, Commissioner Healey,
Commissioner Krochman, Commissioner McGlinn, Commissioner Perry

Absent: Vice Chairperson Adkins

Staff Present: Tamara Letourneau, Assistant Chief Executive Officer, Brenda Green, City Clerk, Travis Karlen, Recreation Manager, Yvette Aguilar, Senior Center Program Administrator

Commissioner Feeney requested clarification regarding a Commissioner facilitating a roundtable discussion.

Tamara Letourneau, Assistant CEO, responded that pursuant to law there is no conflict. However, Commissioners should be cognizant of how their actions will be perceived by others, and keep in mind their role as a Commissioner.

4. Public Comment: NONE

5. Old Business: NONE

6. No item

7. New Business

a) Mission/Vision Statements for the Costa Mesa Senior Center

Staff presentation by Yvette Aguilar, Senior Center Program Administrator, highlighting:

- The City of Costa Mesa Senior Center's vision states: "Enriching lives through health, wellness, volunteerism, and socialization; and
- The City of Cost Mesa Senior Center's mission states: "The Costa Mesa Senior Center is dedicated to the improvement of the lives of older adults by creating a place that offers opportunity to become more educated about health and wellness, share skills and talents with peers, interact and develop communication with friends, family, and others, and be advocates for older adults"; and

- The vision of the center will be carried out and evident as staff move forward in developing and creating new, innovative programs that meet the demand of the seniors as they evolve, in addition to keeping with the trends in the field of recreation.

Commissioner McGlinn stated he is pleased with the development of the mission/vision statements but seniors are a vital group of people and have more to offer to the community. Stated not enough onus on the vitality of seniors.

Commissioner Bauermeister agreed and commented seniors are an underutilized source and would like to see seniors connect with students. Commissioner Bauermeister recommended adding 'and communities' to the vision statement to read: Enriching lives and communities through health, wellness, volunteerism, and socialization".

Chair Feeney suggested the holiday season is an opportune time for youth to connect with grandparents and be a part of the senior center activities.

Moved/Second: Commissioner Krochman/Commissioner Perry

The motion carried by the following roll call vote:

Ayes: Chair Feeney, Commissioner Bauermeister, Commissioner Healey, Commissioner Krochman, Commissioner Perry

Nays: Commissioner McGlinn

Absent: Commissioner Adkins

Motion carried: 5-1-1

Action: The Senior Commission adopted the following:

1. The City of Costa Mesa Senior Center's vision: "Enriching lives and communities through health, wellness, volunteerism, and socialization"; and
2. The City of Costa Mesa Senior Center's mission: "The Costa Mesa Senior Center is dedicated to the improvement of the lives of older adults by creating a place that offers opportunity to become more educated about health and wellness, share skills and talents with peers, interact and develop communication with friends, family, and others, and be advocates for older adults"; and
3. The vision of the center will be carried out and evident as staff move forward in developing and creating new, innovative programs that meet the demand of the seniors as they evolve, in addition to keeping with the trends in the field of recreation.

b) FY 2014-2015 Accomplishments and FY 2015-2016 Goals

Staff presentation by Yvette Aguilar, Senior Center Program Administrator, highlighting the following:

- Accomplishments - The Chronicle, Health and Wellness programs, ongoing classes and efforts to bring on new programming especially developing programs with youth; and
- Goals - Provide programming that focuses on educating older adults about preventative care, exercise, empowerment, and counseling courses; social settings in the form of special events that focus on sharing interests and a short-term sanctuary away from home; volunteering at the front desk, forums to share thoughts and ideas, utilizing volunteers, and offer training and personal enrichment courses to carry out the mission and vision of the Senior Center.

Commissioner McGlinn spoke on a timeline for the goals, and requested staff to provide a progress report.

Ms. Aguilar responded updates will be provided in the Commission report.

Moved/Second: Commissioner Perry/Commissioner McGlinn

The motion carried by the following roll call vote:

Ayes: Chair Feeney, Commissioner Bauermeister, Commissioner Healey, Commissioner Krochman, Commissioner McGlinn, Commissioner Perry

Nays: None

Absent: Commissioner Adkins

Motion carried: 6-0-1

Action: The Senior Commission adopted the following:

- 2015-2016 Goals for the Costa Mesa Senior Center.

8. Senior Center Program Administrators Report

Ms. Aguilar provided an update on the following topics:

Staffing updates, patrons signing in at the front desk, upcoming holiday closures, transportation update, telephone update, WiFi availability, special events, future activities, artwork on display, game day Fridays, seminars, chair exercise class, a nurse, Tuesday, December 8 fire drill, the Albert Dixon Memorial Foundation, the Senior Advisory Committee, membership, volunteer hours, and program hours and attendance.

Commissioner McGlinn requested data on the 1676 registered members, and how many are actual participants.

Mr. Karlen stated the sign in process will begin to provide actual numbers of attendees.

Ms. Healey expressed concern that the sign in/sign out process can be cumbersome.

Ms. Aguilar replied that it will be a transitional process.

Commissioner McGlinn spoke on the Senior Center budget and costs per member. Stated a membership card would assist in calculating actual figures, and he is in favor of a membership fee.

Tamara Letourneau, Assistant CEO, stated the direction of City Council is to continue with no cost for membership at this time, as the focus is on membership. Also, staff is working on gathering data and at a later date a report will be taken back to the City Council.

Commissioner Krochman spoke on the possibility of renewal dues.

Commissioner Bauermeister inquired on the holiday hours from 8:00 am – 1:00 p.m. and if it is a staffing issue.

Ms. Aguilar replied that there is a lack of attendance in the afternoons.

Commissioner Krochman stated she supports a magnetic stripe for membership cards as it would be easier than signing in/out.

Ms. Aguilar responded that staff will research and provide information to the Commission.

Chair Feeney recommended an inexpensive membership card as the cards are easy to misplace. Requested the approved budget and specific numbers for the Senior Center be provided to the Commission in January, 2016. Spoke on the Breakfast with Santa event and that this is the first year it is free. Requested data on how many Chronicles are printed and mailed. Spoke on game day Friday's, afternoon activities, and a need for a bus to run at later times. Stated would like to encourage membership and does not support a membership fee at this time.

Commissioner Bauermeister spoke on the goals and the need for a three to five year strategic plan.

Commissioner McGlinn stated it is vital to receive actual data on the membership numbers and cost per person.

Discussion ensued on the current sign in method, and a useable database to provide the data on membership.

Ms. Aguilar provided clarification that the Center is closed on Veterans Day as it is a City approved holiday.

Commissioner Perry suggested allowing family members to attend the Breakfast with Santa event.

Mr. Karlen responded that the event is already at capacity, but will research other events that could be multigenerational. Mr. Karlen also spoke on the ArtVenture weekend event beginning November 13th.

9. Commissioner Comments

Commissioner McGlinn spoke on membership to the Center starting at age 55 instead of age 50.

Commissioner Healey thanked staff for addressing commissioners concerns and wished all a Happy Holidays.

Commissioner Krochman spoke on the progress at the Senior Center and wished all a Happy Holidays.

Commissioner Perry spoke on the newspaper articles and the Costa Mesa Minute promoting the Center.

Ms. Letourneau spoke on the newly formed communications and marketing team and that a focus will be the Senior Center.

Commissioner Perry requested information on weekend use at the Center.

Mr. Karlen stated staff is working with a few groups that are currently using the facility and also looking at new programs.

Commissioner Bauermeister spoke on the financial goals and benchmarks and a need for a three to five year strategic plan.

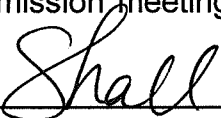
Ms. Letourneau stated staff will bring forth budget amounts in January. She clarified that the City is funding the Senior Center and is operating within the adopted budget, and reiterated that there are no problems with the funding or budget of the Senior Center.

Chair Feeney spoke on advertising for donations and the timeliness of delivery of the Chronicle.

Ms. Aguilar stated staff is working on deadlines to ensure timely delivery of the Chronicle.

10. Adjournment

The meeting was adjourned by Chair Feeney at 10:15 a.m. The next regular scheduled Commission meeting is scheduled for January 12, 2016 at 9:00 a.m. at the Senior Center.



Prepared by Samantha Hall
Administrative Secretary



Submitted by Travis Karlen
Recreation Manager