Agenda
City of Milpitas Senior Advisory Commission Meeting

Tuesday, February 23, 2016
Barbara Lee Senior Center, Room 140
40 N. Milpitas Blvd.
1:30 pm

I. Call to Order

II. Flag Salute

III. Roll Call & Seating of Alternates

IV. Approval of Agenda: February 23, 2016

V. Approval of Minutes: October 27, 2015
VI.

VIII. Public Forum
Members of the audience are invited to address the Commission on any subject not on today’s agenda. Speakers must supply their name and address for the record and limit their comments to three minutes. Commissioners cannot respond to issues brought forward, but may request that the matter be placed on the agenda of a future meeting.

IX. Announcements/Correspondence
• Milpitas Recreation Programs – Jaime Chew, Recreation Supervisor
  o Milpitas Community Center Phantom Art Gallery—currently displaying the student work of the Barbara Lee Senior Center Chinese Brush Painting and Calligraphy Programs
  o Summer Activity Guide will be available April 4
    ▪ Resident registration will be Thursday, April 21
    ▪ Non resident registration will be Friday, April 22

• Commissioner Updates/Sharing
  ▪ Sourcewise Liaison still needed. Please let Vice Chair Melba Holliday know if interested by Friday, March 4, 2016

X. New Business
1. Senior Survey Results – Jaime Chew, Recreation Supervisor
   Background: Collection of the Senior Survey closed on Friday, January 29, 2016. Total, we have collected 1,033 surveys—615 hard copy and 418 online. The Commission will need to review the results as presented by staff and discuss any desired action derived from the results.

   Recommendation: Receive report, determine action as necessary and prepare for the presentation for City Council.
2. **2016 Work Plan – Jaime Chew, Recreation Supervisor**
   **Background:** At the start of each calendar year, the Senior Advisory Commission needs to determine their Work Plan for the year. This should include all goals and objectives that they would like to achieve during the course of the next year. In addition, the Work Plan will be presented to City Council for final approval at the Tuesday, May 3, 2016 City Council to coincide with Older Americans Month.

   **Recommendation:** To discuss and create the Work Plan to be presented to City Council on May 3, 2016 for final approval.

3. **Chair and Vice Chair Elections – Jaime Chew, Recreation Supervisor**
   **Background:** At the start of each calendar year, the Senior Advisory Commission is required to elect a Chair and Vice Chair. The individuals elected will serve through December 2016.

   **Recommendation:** Nominate and elect a Chair and Vice Chair to serve through December 2016.

**XI. Old Business**
1. **Subcommittee Updates – Jaime Chew, Recreation Supervisor**
   **Background:** The Subcommittees listed below were formed to help meet the Commission’s annual Work Plan goals. At each Senior Advisory Commission meeting, the respective subcommittees will update the Commission on their progress and request any action needed of the Commission.

   **Wellness & Resource Subcommittee**
   Commissioners: Adams, Holliday, Yung
   **NO REPORT**
   Next meeting subcommittee meeting: TBD
   **Recommendation:** NONE

**XII. Staff, City Council and Liaison Reports**
1. **Senior Center Activities Reports – Jaime Chew, Recreation Supervisor**
   Trips, Presentations & Events: See handout included in packet

2. **Senior Nutrition Program – Jaime Chew, Recreation Supervisor**
   - October 2015: Meals Served (unduplicated) 1,966 (89 daily average)
     Outreach Lunch Riders 68 one-way trips
   - November 2015: Meals Served (unduplicated) 1,589 (88 daily average)
     Outreach Lunch Riders 56 one-way trips
   - December 2015: Meals Served (unduplicated) 1,781 (85 daily average)
     Outreach Lunch Riders 64 one-way trips
   - January 2016: Meals Served (unduplicated) 1,484 (78 daily average)
     Outreach Lunch Riders 52 one-way trips

3. **City Council Report – Mayor Jose Esteves**

4. **Sourcewise Report – Vice Chair Melba Holliday**

**XIII. Future Agenda Items**

**XIV. Adjournment**
Next Senior Advisory Commission Meeting
April 26, 2016 at 1:30pm

KNOW YOUR RIGHTS UNDER THE OPEN GOVERNMENT ORDINANCE

Government’s duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City exist to conduct the people’s business. This ordinance assures that deliberations are conducted before the people and the City operations are open to the people’s review.

Materials related to an item on this agenda submitted to the Senior Advisory Commission after initial distribution of the agenda packet are available for public inspection at the Barbara Lee Senior Center 40 N. Milpitas Blvd., Milpitas during normal business hours.

For more information on your rights under the Open Government Ordinance or to report a violation of the ordinance, contact the City Attorney’s office at Milpitas City Hall, 455 E. Calaveras Blvd, Milpitas, CA 95035 Phone: 408-586-3040

The Open Government Ordinance is codified in the Milpitas Municipal Code as Title I Chapter 310 and is available online at the City’s website www.ci.milpitas.ca.gov by selecting from Online Services the link to Milpitas Municipal Code link.

If you need assistance, per the Americans with Disabilities Act, for any City of Milpitas public meeting, call Stephanie Douglas at (408) 586-3226 or send an email to Stephanie.Douglas79@gmail.com prior to the meeting. You may request a larger font agenda or arrange for mobility assistance. For hearing assistance, headsets are available in the Council Chambers for all meetings.