



SENIOR ADVISORY BOARD
Monday, February 18, 2008 Minutes

Rowlett Community Centre
5300 Main Street, Room D
Rowlett, Texas

Members Present: Ken Middaugh, Stan Grubaugh, Bobbie Jo Kelly, Bobby Wright, Fred Cares and Clarence James

Absent: Ruth James, Ceaser Hancock, Richard Lavender

Staff Present: Jennifer Robertson, Recreation Superintendent; Dianne Zachary, Sr. Administrative Assistant to Parks & Recreation; Katie Corder, Assistant City Manager

1. The meeting was called to order at 10:00 a.m. by Chairman Middaugh.
2. A motion to approve the January 14, 2007 minutes with two corrections to Item 3 was made by Stan Grubaugh, seconded by Bobby Wright and approved by a vote of 6-0.
3. Clarence James was asked to be a voting member at this meeting.
4. The Chair introduced Cullen Davis who was invited to speak to the Board by Ceaser Hancock on the subject of grants. Mr. Davis explained that he is not a grant writer, but is very familiar with the grant process having been involved in municipal government in the past.

Mr. Davis explained that real estate grants have to be matched, but there are other grants that might be leveraged together with this type of grant to offset the cost of matching funds. The grant must be perfect the first time submitted or it will most likely not be considered. He suggested the Council of Governments usually aid in acquiring grants for seniors at 1/3 the cost of private grant writers. He suggested deciding what we want for the seniors in Rowlett and COG can research sources. Every grant has strings attached, so be aware of those pitfalls.

Ken Middaugh invited Katie Corder to join the discussion. Mrs. Corder informed the Board and Mr. Davis that NCTCOG is also involved in these programs under a different category.

Stan Grubaugh informed the Board that the audit trail is crucial for any grant to prove the funds are used for the purpose stated in the grant application. Mr. Grubaugh mentioned that certain "buzz words" are critical in getting grants approved, such as "continuing education".

Stan informed the Board that there are many grants that are not matching, such as the ones available through private foundations like the Hunt Foundation and the Meadows Foundation

5. Bobbie Jo Kelly shared the results of her research with the members of the board and staff.

- The Rowlett Library Computer Room is available for classes for seniors on Tuesday and Thursday mornings from 9:30-10:30 on a three-month trial basis. After the trial basis, an evaluation would be made to determine if classes will continue. The computer room has a capacity of 20 people. If the classes are not filled by seniors, the public is also allowed to attend the class. Classes are recommended by the library. The Library has a training room with a projector that would work better for some classes, such as using EBAY. Katie Corder suggested using volunteers to teach classes. Mr. Grubaugh mentioned Microsoft Partners, a mechanism by which the City can set up an educational process for \$300/year for 10 licenses. Jennifer suggested advertising classes through the Rockers, seniors who use the Library, and with water bill inserts. Katie Corder told the Board the next step would be to find instructors and work with staff on advertising. Bobbie Jo volunteered to work with the Library on getting classes set up.
- She has an appointment to meet with the directors at the Garland Senior Center at 1:30 p.m. on 2/18/08 to discuss funding, fees, etc.
- Bobbie Jo would like to visit the C. C. Young Senior Center on Lawther Drive in Dallas where a myriad of classes are offered for seniors. Stan Grubaugh checked the web and was able to determine this is a private facility, but may have programs that we could use as well. C.C. Young uses www.SeniorNet.com which relies on grants and whose mission statement is as follows:
"SeniorNet's mission is to provide older adults education for and access to computer technologies to enhance their lives and enable them to share their knowledge and wisdom." Bobbie Jo will research this website.
- Evergreen of Rockwall is a senior living facility with income limits of \$27,960/year that also includes 2% of a senior's assets. This would eliminate many seniors.

Stan Grubaugh and Ceaser Hancock are members of the Standing Rules/By Laws subcommittee. They will have a set of proposed by laws or standing rules to send out to the members shortly, and exceptions to Robert's Rules of Order. Larry Beckham is also volunteering assistance in this matter.

Stan Grubaugh made a motion that volunteers from the Rockers be asked to serve on a Senior Planning Committee. The motion was seconded by Ken Middaugh and approved unanimously by the Board. Ken Middaugh distributed a Senior Center Planning scenario dated 2-17-08 (Exhibit A attached) in which he lists suggestions for the Board for achieving our number one goal as decided by the members at the January 28th meeting. (Exhibit B Attached)

6. Announcements

- Ken Middaugh announced the Senior Health Check conducted at the RCC by members of the Fire Rescue staff was extremely successful with approximately 60 seniors utilizing this service.
- Stan Grubaugh reported one complaint was the shortage of supplies. Jennifer Robertson explained the turnout for the first Health Check involving the Fire Department staff was more than expected, but now that they know how many seniors are interested, they will bring more supplies
- Stan mentioned partnering with Lakepointe Medical Center to provide cholesterol screenings and other services for seniors as well.
- Ken announced that Biff Bettencourt, formerly president of the Chamber and a member of City Council, passed away.
- Michael Hunter, Master Grant Writer from Rockwall and a visitor at today's meeting, owns a company that obtains grants and is a member of the City of Rockwall Planning & Zoning Committee. He told the Board that senior citizens are a "protected class" as are other special needs groups. When advertising for the senior computer classes, most grants such as the one the library uses would not exclude limiting the class to seniors only, as long as all seniors are eligible to take the class. He suggested low interest or no interest loans may be available, and to look at the success rate of the grant acquirer the City uses before hiring anyone. Mr. Hunter will send his contact information to Dianne, who will forward it to all Board members.

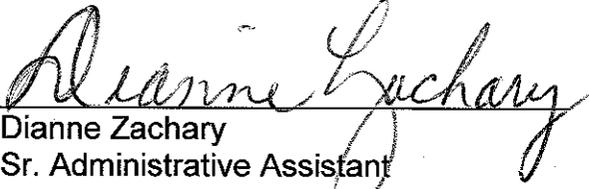
7. Members of the board may request topics for future agenda meetings. No member of the board or commission may discuss any of the requested subjects until such matters have been properly placed on a posted agenda.

a. Committee Reports

- (1) By Laws/Standing Rules (Stan Grubaugh, Ceaser Hancock & Larry Beckham)
- (2) Computer Classes for Seniors (Bobbie Jo Kelly)
- (3) Senior Center Site Subcommittee (Ken Middaugh, Stan Grubaugh & Richard Lavender)

(4) Senior Planning Committee (New committee to be composed of Rocker volunteers and any members of the Senior Advisory Board who wish to serve)

8. Bobbie Jo made a motion that the Board adjourn. The motion was seconded by Fred Cares. The vote was unanimous to adjourn at 11:30 a.m.


Dianne Zachary
Sr. Administrative Assistant


Ken Middaugh
Chairman

EXHIBIT 'A'

SENIOR CENTER PLANNING

2-17-08

We have agreed a Senior Center is our #1 long range goal, however, planning is certainly required. I recommend we create a Planning Committee to organize our input to the City.

There is much to do, to take more than a desire to City Council.

In our package, there can be as much as we feel is necessary.

1. Location is important.

- A. The Baptist Church has been suggested.
- B. The Old #1. Fire Station.
- C. And just staying in the CC, until a permanent location is available.
- D. keeping in mind transportation.
- E. There are more I'm sure.

2. Funding for new, or refurbished facilities.

- A. Grants have been suggested.
- B. Bond election.
- C. Other funding??

3. Activities at the center.

- A. We can create a prototype for the City to use for planning.
- B. We have collected data from our review of the 4 centers visited by our 1st Committee.
Bobbie Jo is visiting the Garland Center to gather more detail information.
- C. Certainly talking to the Seniors at the various functions for ideas.

I would like to see us create a Planning Committee. We need not reinvent the wheel. We simply need more organization in our approach and certainly more clarity than is presented here. A planning committee can do much more to elaborate, and not involve the entire board at every meeting, so we can get to other items as a board.

Ken

**SENIOR ADVISORY BOARD
GOALS & OBJECTIVES**

Objectives

1. Provide an avenue for senior citizens to express their concerns to the City Council and City Management
2. Have a senior citizen appointed to the Vision Team for the City
3. Support the City’s effort in the development of a Senior Citizen Activity Center, and help to insure the programming projection meets the future needs of the seniors.
4. Work with the city of Rowlett and various departmental staff to enhance the public awareness, outreach and services for the aging population in Rowlett.

Short Term Goals

1. Work with the Parks & Recreation staff to secure a designated area within the Rowlett Community Center or another City owned building in which seniors can meet until a permanent solution is found. (Example: Old Fire Station I)
2. Computer training for seniors in the computer lab at the Rowlett Library on a regularly scheduled basis.

Long Term Goals

1. Dedicated Senior Activity Center
 - a. Location – Near Community Center or Library
 - b. Size - Large enough to accommodate Rowlett’s approximately 3,500 senior citizens over the age of 62
 - c. Amenities – Based on detailed review of other Metroplex Senior Centers.
2. Senior Housing
 - a. Location – Near center of Rowlett
 - b. Quantity – to be determined
 - c. Style – small, detached cluster homes and apartment style condominium
 - d. Owner occupied units only
3. Senior Transportation