



SENIOR ADVISORY BOARD MINUTES

Monday, October 21st, 2013

City Hall Conference Room
4000 Main Street
Rowlett, TX 75088

Present: Pamela Bell, Jerome Grossie, Della Vickers, Susan Bell, Fred Cares, Darrell Test, Mike Britt, Jennifer Morales, Harold Kless, Pauline Dedrick

Absent: Bobbie Jo Kelly, Loretta Soto

Visitors: Larry and Gaylyn Beckham, Bob and Anna Camack, Linda Mackey, Marvin Overstreet

Staff: Angie Smith, Recreation Division Manager; Shelly Monroe, Parks and Recreation Administrative Assistant; Jermel Stevenson, Director of Parks and Recreation Department; Tammy Dana-Bashian, City Council member.

1. The Chair called the meeting to order at 10:00 a.m.
2. Shelly M., notary, administered the Oath of Office and the Statement of Elected/Appointed Officer to newly appointed members: Pamela Bell, Jerome Grossie, Della Vickers, Darrell Test, Mike Britt, Jennifer Morales, Harold Kless, and Pauline Dedrick.
3. Della V. asked members to introduce themselves.
4. Della V. introduced Tammy Dana-Bashian, City Council liaison. Tammy D. explained about the ex-officio member's role for this board. Jennifer M. can attend all meetings, participate in discussions, but she doesn't count towards a quorum nor can she be a voting member. Fred C. asked for an explanation of having an ex-officio member. Tammy D. continued in explaining that Jennifer M. can be appointed by City Council and was done so because they felt she has skills and resources that she can contribute to this board but did not meet the age criteria for this board.
5. Quorum was present.
6. Della V. reminded members of the deadline of October 28, 2013 for completing the Open Meeting Act training.
7. Jerry G. motioned to accept the September 16, 2013 minutes. Pam B. seconded the motion. The vote was unanimous in favor to approve minutes by all those members present.
8. Philip Barott with tech services at Rowlett Library announced the regular family programs for November and December such as November 16th is Hometown Thanksgiving Celebration and December 7th is Trip to the North Pole. He reviewed the different Technology programs offered such as every Friday he will meet one on one with an individual for a specific task such as a computer issue, kindle issue, etc. On Tuesdays at 10:30am and 6:30pm, except for December, classes are offered such as online job searching, e-books, basic windows, and pinterest. Classes are approximately 30 minutes in length.

Susan B. asked if he is open to suggestions that may be conveyed from citizens. Philip B. answered with a yes and added if anyone has suggestions to either call him or email him.

Gaylyn B. voiced she has taken his classes and Philip B. does a wonderful job with teaching.

9. Elect Chairman and Vice-Chairman for 2013 - 2014
 - a. Della V. was nominated for Chair by Jerome G. and seconded by Fred C. Jermel S. asked Della V. if she accepts the nomination. Della V. accepted. The vote was unanimous in favor of Della's nomination and accepted by all those members present.
 - b. Pamela B. was nominated for Vice-Chair by Della V and seconded by Susan B. Jermel S. asked Pamela B. if she accepts the nomination. Pamela B. accepted. The vote was unanimous in favor of Pamela's nomination and accepted by all those members present

10. Orientation for new board members will take place Thursday night at 7:00pm which will focus more on the law and city charter. This will last approximately an hour. Jermel S. also presented a power point presentation for new members as well as serving the purpose of good reminders for current members. The information focused on the primary function for the Senior Advisory Board, how to request items on the agenda, and what if a citizen asks a question about the city. Jermel's email address is jstevenson@rowlett.com if any board member has agenda items they would like to see added or the idea can be mentioned within a meeting when the board is asked for topics for future agenda meetings. Jermel S. suggested for members to review the board goals and see if the idea falls under one of the goals which will assist with discussions at meetings. As a board member the most updated information about the city ongoing projects will be presented.

11. Della V. recommended that the agenda item, Goal Setting for 2013 – 2014, be postponed until the November meeting. She requested for members to think about what goals they would like to see accomplished for the next year even though there are certain programs that are scheduled.
 - a. Harold K. asked for members to provide some ideas of what type of goals.
 - b. Della V. reviewed some of the past educational programs such as In Case of Emergency, computer classes, Update Your Will presented by an estate planner, Health Fair, and the Travel Expo. She continued she would like to see some new goals and the goals can be anything to get seniors involved.
 - c. Tammy D. mentioned that it appears most of the goals have an event focus and she would like to see other types of goals. She feels there is a big need to reach the senior population in our community.
 - d. Susan B. expressed she likes the idea to postpone this agenda item so that it allows for some time to think about the goals. She suggested maybe other senior centers/boards can be visited to hear about other type of goals in different communities.
 - e. Fred C. motioned to postpone the agenda item, Goal Setting for 2013 – 2014 until November 18, 2013 meeting. Jerome G. seconded the motion. The vote was unanimous in favor to approve minutes by all those members present

12. Review ongoing programs:

Della V. informed that approximately 67 persons attended the Medicare program last week led by Michelle Dixon from the Dallas County Area Agency. She noted that there are computer classes already planned for 2014: Introduction to Computer on January 14-16, 2014, Introduction to Internet February 4-6, 2014, Introduction to E-mail on March 4-6, 2014 then Introduction to Word and Excel on April 1-3, 2014. She continued sharing Update Your Will by Mr. Kelso, attorney, will be on 1/7/14 and In Case of Emergency is planned for 2/11/14. Della V. voiced the Health Fair is a big project and will be held April 8, 2014.

13. Senior Concerns – no comments voiced by members or visitors; Della V. introduced Larry B. who is active with senior activities and is an advocate. He has a website that helps to keep seniors informed.



14. Receive Director's Report given by Jermel Stevenson.
 - a. Rowlett National Night Out: Truly a city-wide effort, *Rowlett National Night Out* went off without a hitch. City Council and Staff from the Police Department, Fire Department, Public Works, Library, Parks & Recreation and Directors all participated in this successful event, visiting a total of twenty-one (21) locations throughout the City. Even the VIPS CANINE enjoyed the event!
 - b. Everyone is encouraged to join the Rowlett Public Library in a tribute to our Armed Forces by helping to collect donations for Operation Shoebox. A list of suggested items is available on the Library's web page, in the Library at the Reference Desk, and on the Operation Shoebox website: <http://operationshoebox.com/programs/care-package-items/>. Items will be collected from October 1st through November 9th, and can be taken to the Reference Desk. A special "Thank You Notes" program will be held Saturday, November 9th, with help provided by our local Girl Scouts.
 - c. October will be a busy month for our Senior group. On October 8th, the Rowlett Senior Advisory Board hosted a seminar on Medicare. The seminar will cover 2014 changes in Medicare and the Affordable Healthcare Act.
 - d. On October 10, 2013 twenty five Seniors are took a trip to the State Fair of Texas. Staff met the Seniors at the DART train station at 10:00am and the group will took DART right to Fair Park.
15. Public input and questions.
 - a. Larry B. reminded that early voting begins today.
16. Public announcement. Members of the Board or Commission and/or staff may make announcements of local civic events. No member of the board or commission may discuss nor take any action with regard to the announcements.
 - a. Jermel S. announced the Veteran's Day ceremony will be on November 11, 2013 at 4:30pm. It will be held at Veteran's park.
 - b. Pamela B. shared about the Taste and Trade on October 23, 2013 at Rowlett High School beginning at 5:30pm. There will be food and prizes. Senior tickets are \$5 pre-sale or \$10 at the door. One can go to Chamber of Commerce website to purchase tickets or can go to the Chamber of Commerce building.
 - c. Jermel S. mentioned Camp Fear is October 25-26 with the focus for ages 10 and up. There will be camping with tents, haunted trail ride, spooky storytelling, smores, etc. Susan B. asked who is hosting this event. Jermel S. responded the Parks and Recreation department staff and volunteers.
 - d. Susan B. expressed excitement about seeing new board members and looking forward to this next year.
 - e. Pauline D. asked if these meetings follow Robert's Rule of Order. Tammy D. said yes but also have to keep in mind that the City Charter supersedes Robert's Rule of Order.
17. 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 matter has been properly placed on a posted agenda.

Tammy D. requested an opportunity to be placed on the agenda to update the board on City Council actions.
18. Jerome G. motioned for adjournment at 11:15 a.m. and Pamela B. seconded the motion. Unanimous vote in favor to adjourn.

Della Vickers, Chairman

Jermel Stevenson, Director of Parks and Recreation