



**City of Coral Gables**  
**CITY COMMISSION MEETING**  
**February 14, 2017**

**ITEM TITLE:**

Senior Citizens Advisory Board Meeting of December 5, 2016

**BRIEF HISTORY:**

At the December 5, 2016 meeting, the following actions were taken and/or item discussed:

- Approval of Minutes
- AAC Coordinator Report
- Monthly Report Summary
- Discussion Regarding Fire Dept. Report

**ATTACHMENT(S):**

1. Minutes from December 5, 2016 meeting

# City of Coral Gables

405 Biltmore Way  
Coral Gables, FL 33134  
[www.coralgables.com](http://www.coralgables.com)



## Meeting Minutes

Monday, December 5, 2016

5:00 PM

The Board meets the first Monday of each month.  
Coral Gables AAC, 2 Andalusia Avenue, Coral Gables, FL 33134  
**Senior Citizens Advisory Board**

**CALL TO ORDER**

**@5:05 PM**

**ROLL CALL**

All present except Maria Cruz

Letty introduced new Board Member, Hendrik Woods

Henry is also a new volunteer for the AAC teaching English in January.

**APPROVAL OF THE MINUTES**

**@5:09 PM**

Joan moved to approved the minutes for September, October and November. It was seconded by Nadia.

**AAC COORDINATOR REPORT**

Letty – Winter Newsletter will be available to all participants Monday December 12. The newsletter will reflect the City of Coral Gables branding format.

Senior Advisory Board Senior Survey is included on the last page of the AAC Winter Newsletter. The newsletter reaches around 1000 participants. AAC will be collecting the survey.

Christmas Holiday Party, December 9th, at noon honoring 30 volunteers. The mayor will be here to congratulate the volunteers. Riviera Health Resort will be sponsoring the lunch. Entry fee is a toy for 'Toys for Tots', coordinated by the Coral Gables Police Department.

“Art on the Wall” Program – Pilot Program. Art work will be displayed on the walls throughout the Center and will be changed once per quarter. Limited to Coral Gables residents

The AAC continues to add other Support Groups as needed such as The Cancer Support Groups led by Mt. Sinai that will start in January.

Next Board meeting - Thursday Jan. 5th at 5 PM. Meeting is open to the public . Beginning January, Senior Advisory Board Meetings will be the 1st Thursday of every month.

### **MONTHLY REPORT SUMMARY**

**Fabien – reviewed AAC monthly report.**

**3 categories of classes - Leisure, Arts and Science, and Fitness and Wellness.**

**Metrics measured include revenue, number of classes and percentage of residents vs. non residents.**

**Leisure classes do not include revenue but are used to track attendance.**

**Reports reflect an increase in attendance and revenue from last year as a result of the new AAC facility.**

### **SUB-COMMITTEE REPORTS**

**Jane discussed the purpose of the Senior Advisory Board.**

**Board's new purpose is centered around the "Age Friendly Community Theme". A Survey was created with an objective to understand broader issues that impact Coral Gables Seniors. Coral Gables has around 8000 residents that are 60+.**

**The survey will be distributed via various delivery methods and is designed to better understand senior concerns regarding AAC programming, safety, security, parking, walking and loneliness.**

**Nadia mentioned that The Disability Board is also doing a survey. All agreed Nadia will follow up.**

**Mitch will re-send the Board members a list of all other City Boards along with contact emails.**

**DISCUSSION WITH FIRE DEPT. REPORT**

Nadia reached out to Lt. Xavier Jones from the CG Fire Department to understand the scope of their work related to Seniors.

Lt. Jones offered to do a presentation/ training to a group of 15-20 on "fall prevention" which is one of the biggest issues with Seniors. It was agreed that it could be done as part of the Aging Well Series at the AAC.

The Fire Department has a "benevolent fund" that will cover the cost of a wheelchair. Other types of personal issues are referred to DCF or the Alliance for Aging Resource Center. This information is included in the Resource and Information Guide of the AAC Newsletter.

Lt. Jones requested a one page flyer describing information and services of the AAC to hand out to residents as a referral. They currently get copies of the AAC Newsletter.

**ITEMS FROM THE SECRETARY**

Fabien mentioned that moving forward the minutes will be consolidated and formatted using bullet points to highlight topics that were discussed and agreed.

Mitch reviewed key items that needed to be documented during Board minutes as follow:

Voting on a "specific item", must be detailed, who was in favor, who was not, any discussion that led up to the discussion must be documented.

Approval of minutes before, attendance, time it started, what was voted, the time that it was voted, how many in favor, who was in favor or not.

Mitch mentioned that he also puts together a summary page of the minutes before it goes to the Commissioners. Each Board has the option to highlight specific items as an "attachment" to the Agenda Items that he puts together for the Commissioners. All agreed that the Senior Questionnaire should be attached.

Joan will be out of town on the Jan 5th meeting.

**ADJOURNMENT**

**@5:46 PM**

Jim moved to adjourned the meeting, seconded by Jane

