



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

**ITEM TITLE:**

Senior Citizens Advisory Board Meeting of November 7, 2016

**BRIEF HISTORY:**

At the November 7, 2016 meeting, the following actions were taken and/or item discussed:

- Approval of Minutes
- AAC Coordinator Report
- Guest Report: Cathy Swanson-Rivenbark, City Manager
- Sub-Committee Reports
- Discussion on Date & Time Change of Next Meeting
- AAC New Programs Discussion

**ATTACHMENT(S):**

1. Minutes from November 7, 2016 meeting

# City of Coral Gables

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



## Meeting Minutes

Monday, November 7, 2016

5:00 PM

The Board meets the first Monday of each month.  
Coral Gables Adult Activity Center, 2 Andalusia Ave.,  
Senior Citizens Advisory Board

**CALL TO ORDER**

**@5:02 PM**

**ROLL CALL**

**All members presents**

**Ying Pestien absent – Resigned**

**Cathy Swanson-Rivenbark, City Manager - guest**

**Katie Kreter, Disabilities Board- guest**

**APPROVAL OF THE MINUTES**

**Motion to approve October Meeting Minutes by Jim Berlin and second by Evelyn Budde**

**All in favor.**

**Motion to approve November Meeting Minutes by Jim Berlin and second by Evelyn Budde**

**All in favor.**

**AAC COORDINATOR REPORT****Letty discussed new AAC Activities****"Aging Well Series":**

Transportation Seminar, first in the series, which was well attended with 32 participants.

This seminar introduced public transportation with an objective to provide an overview of the available public transportation options and encourage people to embrace it.

**Panel included:**

Gail Holley, Safe Mobility for Life Program, Tallahassee, FL

Stefanie Kiedrowski, Out Reach Coordinator, Tallahassee, FL

Silvia Jones, Miami Dade Transit Service Manager

Carmen Munero, AAC participant, avid public transportation user

Ying Pestien, AAC participant, avid public Transportation user

Silvia discussed the Golden Passport Program. Carmen and Ying shared personal experiences and insight regarding benefits of using public transportation.

As an extension of this seminar, Ying Pestien offered to help AAC participants with "one on one" transportation travel training. The AAC also offers classes to teach the use of smart phone applications to use the transportation services offered by Uber and Lyft.

Additional "Aging Well Program Series" will include topics such as Volunteering in the Communities, Downsizing Seminars..

**9th Annual Art Show**

This was a very successful, well attended program that showcased the new AAC facility. There were about 100 visitors, many that asked to be added to the email list.

**Annual Holiday Party - December 9th..**

This event is designed to give the AAC an opportunity to honor the 32 volunteers that help make programming a success. A "Cocktail Party without liquor" will be sponsored by Riviera Resort. The Mayor will congratulate the volunteers for their hard work. Each volunteer will receive as a gift, a Plaque with the volunteer's picture included in a "goody" bag with other City of Coral Gables gifts.

**Winter/Spring Newsletter (January through April 2017)**

Letty updated the Board on changes to the April Newsletter which has a similar format to that of the City Guide. It will have a different format to accommodate new programming changes and extended hours. Beginning

January, the Center will open Thursday evenings until 8 PM and Saturday mornings till 12. The goal is to continue adding extended hours for other days in the following newsletters.

#### **GUEST REPORT: CITY MANAGER**

City Manager addressed the question regarding the status of the City wide survey. The City Manager mentioned that as part of their 3 year plan, the City was going to do a thorough survey to measure residence satisfaction. She suggested that the "senior" survey questions be re-worked to ensure that it was applicable to a "city wide" audience (young and old). Regarding the implementation, she explained that the City would develop the questionnaire and use an outside vendor to administer the survey by phone using both, English and Spanish to be completed in this fiscal year. The survey would be done every other year. She agreed that the senior survey could be part of the general City wide survey.

Cathy also suggested that the committee consider changing the wording from the survey question labeled, "mark your top three" to "rank your top three". This could give the committee an opportunity to dig further into the topic by giving respondents an opportunity to provide feedback. This is a sensitive area given that residents are hesitant to share phone numbers and emails. She also encourages the committee to get the word out by participating in "City sponsored street events".

Cathy suggested calling Lieutenant Xavier Jones, a fire fighter, who is a minister, to get feedback on his experience with the senior community. Also, to contact other Faith based communities that are involved with our senior residents, as part of the Caring Community Outreach. The group spent time discussing best practices to disseminate information without over committing and raising expectations of residents.

Regarding the "Age friendly reach" topic, Cathy mentioned that the City has not done a good enough job to provide opportunities to volunteer. She would like feedback on receiving non-traditional volunteering ideas.

**SUB-COMMITTEE REPORTS**

Jane reported on progress of the Boards Future Needs Sub Committee. This committee's objective is to look at future programs and assistance needs for the community. The committee has put together survey and has been exploring alternative distribution options to maximize the outreach to the community. In order to substantiate the clarity of the questions, it was tested on 3 different groups with 24 participants. It was discovered that some of the questions were difficult to understand and had to be modified. It was agreed to limit the questions to one page and include it in the AAC Winter Newsletter, which comes out in December.

The committee was interested in getting an update from the City Manager, regarding the "City wide" survey effort. The question was raised as to the possibility of "dove tailing" the AAC's survey with the general City wide survey to avoid over burdening the community with surveys.

**DAY & TIME OF BOARD MEETINGS DISCUSSION**

Letty asked the Board if they would approve changing Board meetings to the first Thursday of each month at 5 p.m., beginning January 2017. This would give the board the opportunity to see the Center in action with activities.

Nadia made a motion to change Senior Advisory Board meetings to Thursday Evenings, starting January 5th, 2017. Second by Evelyn. All in favor.

Jim made a motion to set the time for Senior Advisory Board Meeting to start at 5 PM. Second by Evelyn. All in favor.

**AAC NEW PROGRAMS DISCUSSION**

Joan discussed a new social pilot program called –" For the Love of Theater"

Actor's Playhouse will offer reserved seating for one Wednesday per month for the 2 PM Matinee Show. Tickets must be reserved a month in advance. All upcoming shows will be posted in the AAC Newsletter.

**COMMUNICATION WITH OTHER CITY BOARDS DISCUSSION**

Jane brought up the question on how to communicate and exchange ideas with other Boards that might have similar interest with the AAC.

Cathy mentioned that the City Clerk's office recently posted all Committees and City Board's Mission Statements on the web. She clarified that talking to other City Boards does not violate the Sunshine Laws. She encouraged the group to cross pollinate with other City Boards, (Planning and Zoning, Transportation, Youth Advisory, Cultural Board etc. ) to discuss how they could benefit from understanding and incorporating general senior related issues.

Cathy reassured the Board members that the City was very interested in having programs that addressed the needs of the senior community. The focus of the City survey is to understand what the City is doing well and where they need to improve. Cathy suggested that the Senior Board consider calling a forum of "all City Boards", perhaps host an open house at the AAC.

Mitch mentioned that he would forward the link to the Board members and ensure that Advisory Board also get their emails and phone numbers.

**ITEMS FROM THE SECRETARY**

Next Senior Advisory Board meeting scheduled for December 5th, 2016

**ADJOURNMENT**

@ 6:07 PM. Motion by Jane and second by Joan