

# City of Coral Gables

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



## Meeting Minutes

Thursday, April 5, 2018

5:00 PM

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

**CALL TO ORDER**

**@ 5:10 PM**

**ROLL CALL**

**Richard Thurer, Hendriks Woods, Jane Mass, Celia Suarez, Joan Valdes  
Excuse absences - Evelyn Budde and Jim Berlin  
Special Guest – Parks & Recreation, Assistant Director, Carolina Vester**

**APPROVAL OF THE MINUTES**

**The Board thought that the Resolution document regarding Coral Gables shelters was going to be included in the March 1st Minutes. Carolina mentioned that there was a possibility that the March Minutes could be amended to include the Resolution.**

**Richard made a motion to approve the March Minutes. Joan seconded and all voted in favor of approval.**

**NEW BUSINESS**

The board revised the wording on the Resolution document and made adjustments to reflect the following phrase - "the shelter would be in or near the City of Coral Gables.

The Board wanted to understand the number of people in the City of Coral Gables that had to evacuate. Jane requested specific statistical information and asked if the data could be included as part of the Resolution before it went to Commission.

Carolina agreed that it was a good idea to include the statistical information as part of the Resolution. She offered to get the specific statistical information and include that data as part of the Resolution before it went to Commission.

AAC staff would add to the Resolution, statistical information breaking down the population within each flood zone that had to evacuate.

Carolina told the Board that in order to speed up the process, she would get clarification if the final Resolution version could be emailed to the Board or if another formal vote by the Board was required.

Richard made the motion to approve the Resolution "as is" and also to add the phrase that the shelter be "in or near the City of Coral Gables. This motion was seconded by Joan and all voted in favor.

Richard asked Fabien to research an application called "Vincles", developed in Barcelona, that connects neighbors with each other regarding community resident's needs.

**OLD BUSINESS**

Jane asked for an update on the Age Friendly Communities topic. Fabien mentioned that he has not been able to connect with the person in the Palmetto Bay facility who completed the process. He is trying to invite him to a Senior Board meeting in order to better understand the application process.

Richard asked Fabien to get clarification regarding qualifying the City of Coral Gables for the Age Friendly Community Network given that the County had already qualified. The Board is interested in working to get the City of Coral Gables qualified.

Carolina mentioned to the Board that Parks and Recs had been asked to participate in a meeting at the Mayor's office regarding Age Friendly Communities that has been re-scheduled. Carolina will ensure Fabien is included at that meeting.

**PARKS AND RECREATION ASSISTANT DIRECTOR'S REPORT**

Carolina reviewed with the Senior Board the process for putting together a Resolution that required Commission Action.

Carolina explained that anytime there is a request from a Board that requires "action", like a Resolution, someone from the Board needs to formalized the request by specifically "phrasing the motion" in the minutes. The City Staff "flags" the minutes for the Commission to review as "minutes requesting action".

When Board Minutes reflect a "required action" by the Commission, the City staff prepares the Resolution as a "draft". It is then reviewed by the Board to include any necessary changes. If there are changes, the City Staff will make the revisions before it moves forward into the next "Commission Agenda". (April 26 Agenda. Fabien to verify date)

Regarding designation of shelters in Coral Gables, Joan asked about using South Miami H.S. as a shelter.

Carolina explained that South Miami H.S. would probably not qualify for certification. As an example, she mentioned that the Youth Center had always been designated to house the Rescue Recon for the City. The Youth Center is only certified to withstand a category 3 hurricane. The only building that qualified for higher category storms was the AAC.

Carolina told the Board that during the Irma Hurricane, she had the opportunity to learn about the amount of effort required to designate a building as a shelter working alongside the EOC, the County, Red Cross, FPL and other Cities. She learned that the City has no control because the process for certifying a building for shelter is very extensive and is all handled by the Red Cross. It could take up to a year to get ready.

During Irma Hurricane, the County realized that they were not prepared to deal with that type of storm category. Since Andrew, there had been many changes such as different set of County staff, population growth; new evacuation flood zones resulted in lack of approved shelters.

Carolina shared an update on a revised City Emergency Plan. A Committee was created to draft the revised City Emergency Plan.

A Consultant was hired who is working with Natalie who gave each department a task to review their responsibilities.

Parks and Rec's was assigned to ES15 which is Volunteers and Donations. A plan was revised for organizing the different types of donations. The plan included the process for handling, accepting and distributing types of donations.

Parks and Rec are also responsible for creating a Volunteer Network. This involves recruiting and vetting volunteers to ensure background checks and approvals are done and verified by HR. This will also include the Economic Development 's business volunteer network.

The City is also responsible for coordinating the Special Medical Needs Group which will now also include the 55 and older group. During this last storm the City performed many "wellness checks". Many families calling to check on their loved ones.

The Special Population Coordinator who was housed at the AAC along with Fabien made phone calls to check on residents. If residents did not answer, the Special Population Coordinator went out to their homes to follow up.

Jane asked if the City had established a process for coordinating getting people to register prior to the storm.

Carolina mentioned that as Part of the City of CG's Plan, the City Magazine (mid April) will have a "tear out" section regarding hurricane preparedness.

This magazine will go to every home in Coral Gables, giving basic tools as to how to register. It will include information for "special needs population", deadline for registration explaining that 48 hours before the storm, they must have a plan to evacuate. Residents will be made aware that no one will be available to get them.

Fabien mentioned that the AAC would remain as a place for residents to access information regarding storm preparedness.

The City is also collaborating with the University of Miami to coordinate using their radio frequency to get information out to residents but it has not been finalized.

The City will no longer be responsible for "special medical needs". This is the responsibility of the County. All residents requiring this service will have to register with the County before the storm.

Regarding the Mass Care Plan of Shelters, Carolina mentioned that Parks does not have the lead for that plan. This will go back to Emergency Management and Parks role will be that of a facilitator only.

Parks and Recs is currently putting together a checklist for each facility regarding General Storm Readiness and Response Procedures.

This will include Pre Storm preparation, available services leading to storm, policies for closing down facilities and timeline for operations to resume after the storm.

Emergency Management Team told the City that this plan will not be in effect this season. This season will be used to prepare/train personnel for the next season.

Richard asked if there were any plans to help with the parking issue in Coral Gables and also to follow up on a way to organize a central location where residents can get transportation to get to a shelter.

Joan also brought up a concern regarding congestion of the freeways. She asked about the possibility for the southbound lanes to be opened for residents getting out of the evacuation areas.

Richard asked Fabien to research an application called "Vincles", developed in Barcelona, that connects neighbors with each other within a specific community.

Fabien summarized that these minutes would contain "Minutes with Action" requested. He mentioned that adjustments would be made to add the flood zones statistics and re-phrase the motion in the minutes to state that the shelter be "in or near the City of Coral Gables".

Fabien will send a copy of the minutes to the Board and let them know if the Board Minutes with the Resolution will make the next Commission Agenda.

Carolina told the Board that she would get clarification to understand if the final Resolution version could be emailed or if another formal vote by the Board was required.

#### **ITEMS FROM SECRETARY**

**Next Meeting scheduled for May 3rd.**

**ADJOURNMENT**

**@ 6:09 PM**