



COMMUNITY AND SENIOR SERVICES COMMISSION

Lisa Marshik
Berkeley Miller
Danice Picraux
Lily Sarafan
Vincent Man, Student

Dave Knapp
Evelyn Mitsunaga
Tom Picraux
Danika Lyle, Student

COMMUNITY AND SENIOR SERVICES COMMISSION AGENDA

TUESDAY, JANUARY 26, 2016 - 5:00 P.M.

**Los Gatos Library
100 Villa Avenue
Los Gatos, California**

PARTICIPATION IN THE PUBLIC PROCESS

The Town of Los Gatos strongly encourages your active participation in the public process, which is the cornerstone of democracy. If you wish to speak to an item NOT on the agenda, you may do so during the "Verbal Communications" period. The time allocated to speakers may change to better facilitate the Community and Senior Services Commission meeting.

The purpose of the Community and Senior Services Commission meeting is to conduct the business of the community in an effective and efficient manner. This is done by following meeting guidelines set forth in State law and in the Town Code. Conduct which is considered disruptive during Community and Senior Services Commission meetings include, but is not limited to:

- Addressing the Community and Senior Services Commission without first being recognized;
- Interrupting speakers, Community and Senior Services Commission members, and Town staff;
- Continuing to speak after the allotted time has expired;
- Failing to relinquish the podium when directed to do so; and
- Repeatedly addressing the same subject.

For the benefit of the community, the Town of Los Gatos asks that you follow the Town's meeting guidelines while attending Community and Senior Services Commission meetings and treat everyone with respect and dignity.

Writings related to an item on Community & Senior Services meeting agenda distributed to members of the Commission within 72 hours of the meeting are available for public review at the front desk of the Los Gatos Public Library, located at 100 Villa Avenue and are also published on the official Town of Los Gatos website.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Town Manager's Office at (408) 354-6832. Notification 48 Hours before the meeting will enable the Town to make reasonable arrangements to ensure accessibility to the meeting. [28 CFR 35, 102-35.104]

1. ROLL CALL

2. COMMUNICATIONS

- 2.1 Verbal (Three minute time limit per speaker for subjects not agendized)
- 2.2 Written

3. APPROVAL OF MINUTES

- 3.1 December 9, 2015 (Attachment 1)

4. STAFF UPDATES

- 4.1 Introduction of New Commissioner
- 4.2 FY 2016-17 Community Grant Process and Schedule

5. SENIOR ISSUES: Los Gatos Recreation, Status Report

6. OTHER BUSINESS

- 6.1 Election of Chair and Vice-Chair
- 6.2 Commission Liaison Appointments (Attachment 2)
- 6.3 2016 Commission Work Plan/Priorities Brainstorming (Attachment 3)
 - Review of Prioritization/Categorization of ideas
 - Develop projects/programs for top priorities

7. COMMUNITY CONNECTIONS

- 7.1

8. LIAISON REPORTS

- 8.1 Sourcewise (Commissioners Picraux)

9. ADJOURNMENT

- Adjourn to February 23, 2016

ATTACHMENTS

- 1. December 9, 2015 Minutes
- 2. FY 2016-17 Community Grant Schedule

ATTENDANCE: Please contact the Town Manager's Office at (408) 354-6834 if you are unable to attend. The current Town Attendance Resolution states that any commissioner who is absent from two regular meetings held in a twelve month period shall surrender his or her office on the Commission.



COMMUNITY AND SENIOR SERVICES COMMISSION
Deepja Bansal
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Tom Picraux
Danika Lyle, Student

**TOWN OF LOS GATOS
COMMUNITY AND SENIOR SERVICES COMMISSION
MEETING MINUTES**

**December 9, 2015
5:00 P.M.**

**Library Conference Room, 100 Villa Ave
Los Gatos, California**

1. ROLL CALL

Members Present: Bansal (remote participant), Knapp, Lyle, Mann, Mitsunaga, D. Picraux, T. Picraux,

Members Absent: Marshik, Sarafan

Also Present: Christina Gilmore, Staff

2. COMMUNICATIONS

2.1 Verbal (Three minute time limit per speaker for subjects not agendized)

No verbal communications were heard.

2.2 Written

No written communications were given.

3. APPROVAL OF MINUTES

3.1 October 27, 2015

MOTION: Motion by Commissioner Knapp to approve the October 27, 2015, meeting minutes. Seconded by Commissioner Mitsunaga

VOTE: Motion carried unanimously

4. STAFF UPDATES

4.1 Commission Appointments

Ms. Gilmore provided an update.

- Commission Interviews and appointments will be conducted at the Tuesday, December 15, 2015 Town Council Meeting.

4.2 Election of Chair and Vice Chair

- Election of Chair and Vice Chair will be voted on at the January 26 CSSC meeting.
- Community Grant process will be discussed at the January 26 Town Council Meeting.

5. SENIOR ISSUES: Los Gatos Recreation, Status Report

No status report was given.

6. OTHER BUSINESS

6.1 November 3, 2015 Town Council Presentation Summary

- Commissioner T. Picraux indicated that the Council's feedback on the Senior Needs Assessment recommendations were fine but requested that the recommendations need actionable items for which Council can act on. Encouraged the Commission to think about what the Commission can do in a year's time.

6.2 2016 Commission Work Plan/Priorities Brainstorming

- Review of brainstorming ideas from October 27, 2015

The Commission reviewed the ideas generated at the October 27, 2015 Meeting.

- Discussion of new ideas

Commission added the following ideas to the list priorities:

- Domestic Violence
- Senior Case Manager
- Promoting awareness for Senior Service

- Prioritization/Categorization of ideas

The Commission narrowed their priorities to focus on the following issues:

- Homelessness (understanding what resources are available)
- Domestic Violence
- Community involvement (Teens & Families)

- Tutoring (for students with limited resources)
- Positive stress outlets
- Community partnerships (KCAT)
- CASA Under 21 Club
- Emergency Programs (CERT)
- Community/Neighborhood Watch
- Virtual Senior Communities
- Senior Case Manager
- Promoting awareness for Senior Services

7. COMMUNITY CONNECTIONS

7.1 YWCA

- Commissioner D. Picraux gave the report.

8. LIAISON REPORTS

8.1 Sourcewise

- This item was tabled to a future meeting.

9. ADJOURNMENT

Adjourn to January 26, 2016

Schedule: The schedule for the funding process is as follows:

Human Services Timeline*

Date	Task
December 18, 2015	Applications available
January 22, 2016	Applications due by 4:00 p.m.
January 25-27, 2016	Staff review applications and prepare summary documents, then distribute to CSSC members.
February 1-12, 2016	CSSC Evaluation Committee reviews applications and summary documents, and contacts applicants as needed. Committee meets to consider allocation recommendations.
February 16, 2016	CSSC will submit draft funding allocation recommendations for Town Council consideration during the FY 2015-16 Mid-Year Budget Session.
March 1, 2016	FY 2015-16 Mid-Year Budget Session
March 11, 2016	CSSC meeting packet mailed to Commissioners and applicants. Packet will include draft funding allocation recommendations.
March 22, 2016 CSSC Public Hearing	CSSC Meeting: brief presentations (3 minutes each) by applicants and questions of applicants by Commissioners. After conclusion of presentations and questions, the Commission will develop its final allocation recommendations to Council.
May 2016	Town Council meeting: Public Hearing to consider FY 2016/17 Preliminary Operating Budget.
June 2016	Town Council meeting: adoption of FY 2016/17 Operating Budget.

*All dates are tentative and subject to change.