



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

July 23, 2019

Los Gatos Library Conference Room

100 Villa Avenue

LOS GATOS, CA 95030

5:00 p.m.

*Maureen Heath, Chair
Jennifer Alexander, Vice Chair
Lydia Norcia, Commissioner
Laura Kramer Rahmil, Commissioner
Sawye Raygani, Student Commissioner
George Rossmann - Commissioner
Commissioner- Vacant*

MEETING CALLED TO ORDER

ROLL CALL

COMMISSIONER REPORTS

CONSENT ITEMS (TO BE ACTED UPON BY A SINGLE MOTION)

1. Approve Community and Senior Services Commission Minutes of June 25, 2019 (Attachment 1)

VERBAL COMMUNICATIONS *(Members of the public may address the Community and Senior Services Commission on any matter that is not listed on the agenda. Unless additional time is authorized by the Community and Senior Services Commission, remarks shall be limited to three minutes.)*

OTHER BUSINESS *(Up to three minutes may be allotted to each speaker on any of the following items.)*

2. Review of the 2019/20 community grant application process and discussion of possible Future Council changes to the Community Grants program (Attachment 2).
3. Discuss August 6th Town Council Boards and Commissions Workplans (Attachment 3)
4. Discussion and action on Age-friendly goals:
 - a. Service provider infographic
 - b. Emergency preparedness
 - c. Senior transport
 - d. Social events
5. Staff Liaison Report
 - e. Update from LGS Recreation, Trinh Nguyen
 - f. Update from SASCC, Tylor Taylor
 - g. Update from staff liaison

ADJOURNMENT

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT THE CLERK DEPARTMENT AT (408) 354-6834. NOTIFICATION 48 HOURS BEFORE THE MEETING WILL ENABLE THE TOWN TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY TO THIS MEETING [28 CFR §35.102-35.104]



TOWN OF LOS GATOS

**Community and Senior
Services Commission**

MEETING DATE: 07/23/2019

ITEM NO: 1

DRAFT
MINUTES OF THE COMMUNITY AND SENIOR SERVICES COMMISSION MEETING
June 25, 2019

The Community and Senior Services Commission of the Town of Los Gatos conducted a Regular Meeting on Tuesday, June 25, 2019, at 5:03 p.m.

MEETING CALLED TO ORDER

ROLL CALL

Present: Chair Heath, Commissioner Norcia, Commissioner Alexander, Commissioner Rahmil and Youth Commissioner Raygani

Absent: None

Also Present: Staff Liaison Arn Andrews, Trinh Nguyen of LGS Recreation

COMMISSIONER REPORTS

Governor Newsom Master Plan on Aging Executive Order

- Chair Heath reported on Governor Newsom's Master Plan on Aging Executive Order

CONSENT ITEMS (TO BE ACTED UPON BY A SINGLE MOTION)

1. Approve Community and Senior Services Commission Minutes of May 28, 2019

MOTION: Motion by Commissioner Alexander to approve the minutes of May 28, 2019. Seconded by Commissioner Norcia.

VOTE: Motion passed unanimously.

VERBAL COMMUNICATIONS *(Members of the public may address the Community and Senior Services Commission on any matter that is not listed on the agenda. Unless additional time is authorized by the Community and Senior Services Commission, remarks shall be limited to three minutes.)*

None.

OTHER BUSINESS *(Up to three minutes may be allotted to each speaker on any of the following items.)*

2. Review of the 2019/20 community grant application process and discussion of possible updates to the process that could be implemented in future years.
 - Ryan Baker, Staff Liaison to the Arts and Culture Commission lead the discussion on the possible updates to the grant applicant process that could be implemented in future years to be presented to the Town Council.
3. Discuss action plan for 2019/20 Goals
 - The Community and Senior Services Commission discussed the following as their action plans for 2019/20 Goals.
 - Annual Report
 - Senior Business
4. Discuss August 6th Town Council Boards and Commissions Workplans
 - The Community and Senior Services Commission discussed attending the August 6 Town Council Meeting.
5. Discussion and action on Age-friendly goals:
 - a. Service provider infographic
 - Update given on status.
 - b. Emergency preparedness
 - No Update given.
 - c. Senior transport
 - No Update given
 - d. Social events
 - No Update given.
6. Staff Liaison Report
 - e. Update from LGS Recreation, Trinh Nguyen
 - Mr. Nguyen gave update on upcoming LGS Senior Picnic.
 - f. Update from SASCC, Tylor Taylor
 - No update given.
 - g. Update from Staff Liaison
 - Liaison Andrews gave report on attending Dementia Friendly Summit. Liaison Andrews also announced the newly appointed Community and Senior Services Commissioner who will start in July.

ADJOURNMENT

The meeting adjourned at 5:00 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the June 25, 2019 meeting as approved by the Community and Senior Services Commission.

Arn Andrews, Assistant Town Manager

Community Grants Feedback

Known issues:

- Organizations can circumvent the grant process either entirely or by appeal to Town Council
- Some projects or organizations do not fit into the categories of human services, arts or education
- Organizations can submit multiple applications leading to some overlap and duplication, possibly diminishing award amounts for other organizations
- Some organizations appear to be depending on ongoing/sustained grant funding in order to keep programs afloat

Goal:

- A process that is as consistent as possible for all community groups seeking funding regardless of category of application.
- Consistency should apply to process of application, rating for recommendation of award and expectation for outcomes of grants awarded.
- Prebudget amount allocated in annual budget rather than a recommendation for a funding amount that goes before Council each year.
- Transparent and upfront communication and expectations to our community groups.

Possible categories:

- Human Services
- Community events
- Education
- Visual and Performing Arts
- Community Vitality
- Or no categories – all applications judged equally on standard rubric

Input:

- Should we do away with the process of requiring organizations to make a presentation?
- Should grant funding be ongoing, seed funding, or one time?
 - If ongoing commitment, is an annual grant application the best way to support?
 - If seed/pilot funding/one-time, should the commitment of funding be for 1, 2, or 3 years?
 - If seed/pilot funding, how heavily should plans for future sustainability factor in the decision to award a grant? Are we more interested in seeing projects with a deliverable end product/service or a community services that will continue? Or both?
- Should matching funds be required, either as in-kind or cash match?
- Should project in relation to percentage of operating budget be considered?
- Is it more beneficial to an organization to receive a little even though it is not the amount they requested, or is it better to award the entire requested amount even if it means some applicants do not receive funding at all?
- If grant amounts are assigned, what dollar amount is realistic?
- Should funding be allowed for construction, equipment, or maintenance/repair of equipment or property?
- Should organizations be allowed to apply for more than one grant in a single year (either in same or different categories)?

Los Gatos Community & Senior Services Commission

GOALS 2019

1. Evaluate Community Service Grant applications and make recommendations to Town Council for allocation of funds.
 - a. Carry out and report to Commission visits to Human Service grantees.
2. Monitor current Los Gatos Age Friendly Goals.
 - a) Collaborate with SASCC for the printing and distribution of Senior Resource infographic
 - b) Track RYDE and advocate for continuing senior transportation.
 - c) Promote and support the Town's efforts for emergency preparedness for seniors.
 - d) Collaborate with SASCC and the Los Gatos Youth Commission for an intergenerational social event for Older Adults.
3. Monitor Age Friendly updates and activities within Santa Clara County and make recommendations for additional Age Friendly goals in Los Gatos.
4. Provide support to the Los Gatos Service Providers Group.
5. Propose a candidate for the Annual Senior of Distinction Award.
6. Provide support to the development of the Los Gatos General Plan 2040 including support for the goal of affordable senior housing.
7. Monitor the County of Santa Clara Census 2020 project for Older Adults.
8. Provide information on older adult issues to local newsletters.
9. Promote "Dementia Friends" and explore the possibility of starting a Senior Business of the Year Program.