



## Douglas County Senior Advisory Council Meetings & Minutes

*Douglas County Senior Center*

2300 Meadow Lane, Gardnerville, NV 89410

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### DRAFT MINUTES

The regular meeting of the DOUGLAS COUNTY SENIOR SERVICES ADVISORY COUNCIL was held on Monday, **July 9, 2012** at the Douglas County Senior Center, 2300 Meadow Lane, Gardnerville, Nevada

Bob Cook – Chairman  
Kevin Servatius – Vice Chairman  
Andrea Rajeski- YAH rep  
Robert Schultz –Council Member  
Scott Morgan -Staff Representative  
April Walker-Senior Office Assistant  
Senior Services

Tom Ingham- Council Member  
John Swain- Council Member  
Felix Lockwood- Council Member  
Travis Lee-Senior Services/  
Transportation Manager

**Absent:** Scott Morgan, Robert Schultz, Kevin Servatius

#### Public Attendees:

1. Call to order at 8:15am by Bob Cook

2. **Approval of July 9, 2012 Agenda:**

**MOTION:** Paul Lockwood motioned to approve Agenda for July 9, 2012.  
**SECOND:** Andrea Rajeski  
**DISCUSSION:** None  
**OPPOSED:** None  
**ACTION:** Motioned carried unanimously

3. **Approval of May 14, 2012 Minutes:**

**MOTION:** Andrea Rajeski motioned to approve May 14, 2012 minutes  
**SECOND:** Tom Ingham  
**DISCUSSION:** None  
**OPPOSED:** None  
**ACTION:** Motioned carried unanimously

4. **Public Comment:** The Record Courier recognized Bob Daniels service, he is a Senior Center Volunteer. TRIAD Senior Director is out and Board Members were encouraged to read about the WWII write up. Indian Hills Senior Community Assessment to be added to the upcoming agendas.

5. **Update by Scott Morgan on status of the Senior/Community Center, Foundation, Design Team and Time line determined for future projects including approval of R.F.P. by B.O.C.C.**

- a. The Newsletter for the month of July 2012 illustrates a projected timeline of bench marks for the status of the Senior/Community Center.
- b. Bob Cook mentioned vacancies on the Foundation Board and made comments concerning potential applicants that are being considered.
- c. Bob Cook discussed fundraising, and also mentioned that the RFQ is out and everyone that is interested can submit their requests.

- d. The Board of County Commissioner did approve the Honorarium to assist in the selection process for final contactors.
- e. Bob Cook shared a letter from the Douglas Business Council. The DBC expressed support of the Design Build process and will be looking forward to its construction. Discussion of a Thank you letter should be addressed.

**6. For possible action: Discussion on Senior/Community Center signage and recognition.**

- a. There was an approved list reviewed at the last Design meeting. Travis shared information concerning if there was any one that needed to be removed or added to the list.
- b. Dylan Zigenis was discussed as a possible name to add to the recognition. Dylan helped write the by-laws for the foundation, served on the Senior Advisory Council, and Senior Center volunteer. Senior Advisory Council decided to bring this list at a later date.

**MOTION:** No action taken  
**SECOND:** No action taken  
**DISCUSSION:** None  
**OPPOSED:** None  
**ACTION:** Motioned carried unanimously

**7. Update by Travis Lee on the ARRA Dart Communication project (Technology Infrastructure).**

- a. RO Anderson was selected as the Engineer for this project. This project will include two new poles one located at the Senior Center and Public Works yard.
- b. The Town of Gardnerville approved the design review of the pole located at the Senior Center.
- c. There was some concerns by a senior living in a near by neighborhood. This was resolved.
- d. We anticipate to be out to bid the middle of August then a contractor will be selected and submitted in October 2012 to be approved by the County Commissioners.
- e. There is an extension that will be required by NDOT to move the due date from September 2012 to January 2013.
- f. Travis reviewed the wiring installation of the new inventory system that will use a wireless network. Still waiting on IT to install the software.

**8. Update by Travis Lee on the Aging and Disability Audit.**

- a. Homemakers passed with 100%
- b. Senior Transportation 100%
- c. Senior Companion passed 100%
- d. C1 and C2 inventory did resulted in an inventory report that is due monthly because the carrots where not located.
- e. There is a new sentence that is required to be added "Service will not be denied if unable to contribute."
- f. Jennie Bear will be performing a program audit for August 2012.
- g. Paul Lockwood was, Invite Jennie Bear to do a presentation to the Senior Advisory Council.
- h. The suggested donation may need to go up in the future from \$2.00 to \$3.00 depending how food costs rise in the future.

**9. For possible action: Discussion to approve possible changes of Senior Advisory Council link on Douglas County website.**

- a. The New Senior Services website is currently updated and includes links to Young at Heart, Douglas County TRIAD, Tahoe Senior Center, Senior Advisory Council date notices and minute notices.
- b. Strategic Plan, Budget Narrative and explanation of goals.

**MOTION:** None Taken  
**SECOND:** None Taken  
**DISCUSSION:** None  
**OPPOSED:** None  
**ACTION:** Motioned carried unanimously

**10. For possible Action: Discussion and approval in support of "Letters to the editor".**

- a. None received

**11. Correspondence:** There are still two Senior Services plaques that need to be handed out to Barbara Griffith and Kathy Halbardie.

**12. Requests for possible future agenda items. No action will be taken on this item.**

- a. Update by Scott Morgan on the Senior/ Community Center for the next meeting.
- b. ARRA DART Communication Project to be added in the next two months.
- c. Jennie Bear and or Claudette Springmeyer to do a presentation to the Senior Advisory Council.

**13. The Next meeting is scheduled for: Monday, August 20, 2012**

**14. Adjourn:**

<b>MOTION:</b>	John Swain motioned to adjourn at 9:15 am
<b>SECOND:</b>	Andrea Rajeski
<b>DISCUSSION:</b>	None
<b>OPPOSED:</b>	None
<b>ACTION:</b>	Motioned carried unanimously