



Commission on Aging

Location: Woodland Community & Senior Center, 2001 East Street, Woodland, CA 95776

Agenda January 26, 2011 3:30 –4:30 p.m.

Commission Members	Karen Wright, Chair; Regan Overholt, Vice-Chair; Lucinda Talkington, Don Campbell, Benjamin Garman
3:30 p.m.	Call to Order
3:30 p.m.	Pledge of Allegiance
3:32 p.m.	Minutes: 1. December 1, 2010
3:32 p.m.	Correspondence (none)
3:32 p.m.	Public Comment
3:35 p.m.	Communications Written-Staff Reports 2. Senior Center Report-Kris Bain
3:35 p.m.	Presentations
3:35 p.m.	New Business-Action Items
3:40 p.m.	New Business-Information Items 3. Seminar Topics for Senior Link (Senior or Legal) 4. Promotions for Guide
3:45 p.m.	Old Business-Action Items 5. Workplan Update-Garmon 6. Internship Job Duties & Tasks 7. Inter-generational Topics
3:45 p.m.	Old Business-Information Items

Note: Times indicated are approximate For video broadcast schedule can be viewed at www.wavetv.org.

Documents for meeting are available online at www.cityofwoodland.org

For information on this meeting, contact the Parks & Recreation Department, 661-5880.

Upon request, agendas and documents in the agenda packet will be made available in appropriate alternative formats to persons with a disability, as required by law. Any such request must be made in writing to the Office of the City Clerk of the City of Woodland. Requests will be valid for the calendar year in which the request is received, and must be renewed prior to January 1st. Persons needing disability-related modifications or accommodations in order to participate in public meetings, including persons requiring auxiliary aids or services, may request such modifications or accommodations by calling the Office of the City Clerk (530-661-5806) at least 48 hours prior to the meeting.

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- 3:50 p.m. Committee Reports**
 8. Transportation Update
- 3:50 p.m. Other Business**
- 3:55 p.m. Communications-Commission/Staff Statements and Requests**
This is an opportunity for the Commission Members and Staff to make comments and announcements, to express concerns, or to request Commission's consideration of any items a Commission Member would like to have discussed at a future Commission Meeting.
- 4:00 p.m. Business Items for Next Meeting**
- 4:00 p.m. Next Meeting Date: February 23, 2011**
- 4:00 p.m. Adjournment**

Note: Times indicated are approximate For video broadcast schedule can be viewed at www.wavetv.org.

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Commission on Aging

Woodland Community & Senior Center, 2001 East Street, Woodland, CA 95776

Regular Meeting Minutes

Regular Meeting Minutes of December 1, 2010

Call to Order

Meeting convened at 3:33 p.m. at the Community & Senior Center, 2001 East Street, Woodland, California; Chair Wright presiding.

Commissioners Present: Wright, Overholt, Talkington, Garmon

Absent: Campbell

Staff: Bain, Haynie

Guests:

Pledge of Allegiance

Minutes

1. Meeting Minutes of October 27, 2010 (Item 1)

Commissioner Talkington moved to approve the Meeting Minutes of October 27, 2010; Commissioner Garman seconded. Motion carried.

Correspondence

Public Comment

Communications Written-Staff

2. Senior Center Report-Bain

Commissioner Talkington made the motion to accept staffs report as written, Commissioner Garman seconded the motion.

Presentations (none)

New Business-Action Items



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New Business-Information Items

3. Work Plan Goals

Commissioner Garman presented the Commission and Staff with a draft of the Work Plan. This document outlined objectives, goals, timeline and funding sources. Discussion concerning the items on the work plan followed.

#2 Focal Point Coordination Council, now that there is a full time staff assigned to the Senior Center, the Senior Center is again part of the Focal Point.

#3 Intergenerational Project, discussed possibly reinstating the Teens Helping Program, Grandparents day, socials, and game night. Discuss topics, at next Commission meeting in January, with potential to implement in 2012.

#4 Promotion and Advertising of Programs and Services, discussed collaboration with the Parks & Recreation's Commission, The Californian, St. Johns and other unidentified collaborators. It is too late to change the Senior Pages for the up coming activity guide, but will work on the fall guide.

Old Business-Action Items

4. Internship

Supervisor Bain will work on job description using the existing Recreation Leader job description to the next COA Meeting.

Old Business-Information Items

5. Grants by 501c3

Commissioner Overholt stated that in order to apply for Grants, they would need to come through a Non-Profit group, either SCI or Senior Link.

6. Apartment List Update

Senior Link has finished the Apartment List and has supplied Bain with the document. Commissioner Overholt will send the list to interested organizations and staff will make it available to other City Departments.



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Committee Reports

Transportation Report

Commissioner Talkington attended but the subject the Yolo County Strategic plan and cost cutting measures. Next meeting should address ADA issues.

Communication-Commission/Staff Statements and Requests

Areas 4 one time funds grant, discussed potential items to request for next year. Hand sanitizers, Speaker Series at \$75 per hour for speakers.

Discussed asking seniors to train or teach card games or classes, soup and game night, maybe offering some evening dances (big band or swing dance), explored options for new programs at no cost or having SCI assist with costs.

Bain stated that she was preparing a press release for the Art Show on January 28, 2011, 3-7p.m.

Other Business

Business Items for Next Meeting:

- Work Plan
- Promotions for Activity Guide (topics)
- Inter-generational Topics
- Internship Job Duties & Tasks
- Transportation Update
- Seminar Topics
- Work Plan Update-Garman

Next Meeting Date:

January 26, 2010

Adjourn:

Chair Wright adjourned the meeting at 4:42p.m.

Respectfully submitted,

Cathy Haynie, Administrative Secretary
Parks & Recreation Department



Woodland Parks & Recreation Department
WOODLAND SENIOR CENTER

2001 East Street • Woodland, CA 95776 • (530) 661-2001

COMMISSION REPORT
January 2011

TO: Elle Murphy, Recreation Division Manager

FROM: Kris Bain, Senior Center Supervisor

Supervisor's Notes

Items to note

- The 5 wishes workshop put on by VITAS Innovative Hospice Care was not very well attended at all. It may have been the lack of promotion, as Vitas only relied on us to promote the workshop and did not promoting of their own.
- The Christmas Centerpiece workshop put on by Jan Bello and Karen Smith had 6 in attendance. That was just enough room for participants to spread out throughout the room. All participants left with a great centerpiece they created themselves.

Special Programs & Events

The Christmas Brunch was a great holiday event and to see 150 in attendance, was wonderful. Senior Center Inc. comprised of 13 directors is the force behind the promotion and financing of these events. Staff wanted to thank St. John's Retirement Village, The Californian, and Cottonwood Healthcare, for supplying desserts and assorted appetizers for Santa's Brunch. The Elderly Nutrition assisted with serving the 150 guests and cleanup. City employee, David Zaragoza came in on his day off to serve and greet everyone. Melanie Goddard and Natalie Little were back again this year to help behind the scenes in the kitchen, Melanie also helped with the pre-event advertising. Jan Bello, again lent her support in the kitchen and emceed the brunch. ENP employee, Tony Ruiz was our loveable Santa this year.

Also we need to thank the key five people who set up the raffle, and helped to keep the Welcome Desk running during the Brunch. The raffled baskets were put together by Judy Tommeraason, Maxine Polkinghorne, and Vicki Worley. Vicki and Keri Goodner set up the raffle tables and later, Keri and Judy Evans ran the front desk for the day. The raffle tickets were sold again this year by Merida and Paul Wilson and they really have that job nailed down!

Additionally, if we forget to mention our utility people who do a little bit of everything and help prep for many events would be forgetting mentioning the rest of the team. Thank you to: Gladys Lamb, Carmen Alvarado, Donna Curry, Joel Yoder and Elizabeth Crum. We also had help from Cary Tommeraason, Jim Polkinghorne, Tom Worley, Rick Bello, The Ahlquists, Roni Koebel, Stan Moorhead, Susannah Reinhart, and Sharon Zielesch.

Woodland Senior Outreach

Nothing new to report.

Yolo County Commission on Aging

Nothing new to report.

Program Report

Recreation Report classes ending: December 2010

Activity	Start Date	End Date	Meetings	Min/Mtg	Class Hours	Participants	Participant Hours (PH)	Total Fees Collected	Total Expenses	Complete Cancelled
Art	12/1/2010	12/17/2010	3	120	6	15	90			
Arthritis Support Group							0			No Report
Bingo	12/1/2010	12/19/2010	6	120	12	140	1680			
Discover Shakespeare	12/2/2010	12/16/2010	3	120	6	24	144			
Canasta	12/2/2010	12/16/2010	3	60	3	10	30			
Ceramics	11/9/2010	11/30/2010	3	120	6	24	144			
Changes to Choices	12/2/2010	12/16/2010	2	120	4	11	44			
Computer Club Classes	11/2/2010	11/9/2010	3	120	6	29	174			
Computer Lab	11/5/2010	11/19/2010	3	180	9	6	54			
Handicrafters	12/6/2010	12/13/2010	2	60	2	6	12			
Low Impact Aerobics	12/1/2010	12/17/2010	16	30	8	258	2064			
Needles & Friends	12/6/2010	12/13/2010	2	60	2	14	28			
Outa Sight Self-help group							0			No Report
Pedro	12/7/2010	12/14/2010	2	120	4	56	224			
Pinochle	12/2/2010	12/16/2010	3	120	6	25	150			
Ping Pong	12/3/2010	12/17/2010	3	60	3	9	27			
Ship Shape	12/2/2010	12/16/2010	5	30	4	36	144			
Stompers	11/1/2010	11/29/2010	4	120	8	42	336			
Stroke Support	11/15/2010	11/15/2010	1	120	2	10	20			No Report
Woodcarvers							0			No Report
White Elephant Thrift Shop	12/3/2010	12/17/2010	3	120	6	110	660			
Christmas Brunch	12/16/2010	12/16/2010	1	180	3	125	375			Special
Center Piece workshop	12/14/2010	12/14/2010	1	120	2	6	12			Special
Library Usage			2.75 vol. hours		40 ret. Book	94 new books				

December 2010 Totals:	Classes Offered	Classes Completed	Success Rate	Total Participants	Total PH	Gross Revenue	Total Expenses	Net Revenue
	20	0	0.0%	956	6412	\$ 600.23	\$ -	\$ 210.00

FY 10/11 YTD Totals:	Classes Offered	Classes Completed	Success Rate	Total Participants	Total PH	Gross Revenue	Total Expenses	Net Revenue
	123	34	27.6%	5613	52768	\$ 2,295.23	\$ -	\$ 2,745.23

Highlighted Program – December 2010

Woodland Woodcarvers

No, this class is not just a bunch of gentleman “whittling” sticks. While attending a meeting with all of the art groups, the Woodcarver representative made this very clear to the rest of the meeting that they are not just a bunch of hicks with sticks. The members of the Woodland Woodcarver group use wood to create their artwork, their canvas is wood, rather than paper or cloth. This group that meets two times a month (1st and 3rd Wednesday of the month) is growing strong, in fact, they somehow had 19 in class recently!

Senior Center Programs, Games, & Services Available

Support Groups

Arthritis Support Group
Changes to Choices
Hear! Here!
Parkinson’s Support Group
Outa Sight
Peripheral Neuropathy
Stroke Support

Exercise Classes

Low Impact Aerobics
Belly Dance for Seniors
Parkinson’s Exercise
Ship Shape
Yoga
Swing Dance
Ballroom/Salsa Dance
Zumba Gold
Pilates

Services

Blood Pressure Clinic
Legal consultations
Health Insurance consultations
Senior Link Information & Assistance
Thrift Store
Community Care Car
Computer Classes
Chit Chat Café
Library
Video Library
YC Food Bank Low cost food distribution

Arts & Craft Classes

Art painting & drawing
Ceramics
Handicrafters
Needles & Friends
Woodcarving

Special Speakers/Classes

AARP Driver’s Safety
Hear! Hear! Speaker
Life History
Outa Sight Speaker
Shakespeare

General Recreation

Novel Book Club
Senior Travel (Collette Tours)
Woodland Stompers
Computer Lab

Games

<i>Bingo</i>	Wednesdays and Fridays at 12:15pm
<i>Bridge</i>	Wednesdays at 1:00pm
<i>Canasta</i>	Tuesdays at 12 noon.
<i>Cribbage</i>	Wednesdays at 1pm
<i>Mah Jong</i>	Thursdays at 1pm
<i>Pedro</i>	Tuesdays at 12:15pm
<i>Ping Pong</i>	Fridays at 10:00am
<i>Pinochle</i>	Thursdays at 6 pm
<i>Second Horizons Bingo</i>	1 st Friday of the month at 6pm.

Senior Center, Inc.

Meeting January 6, updates were given about the Christmas brunch and upcoming classes and events for January. Recently Target's donation for the Thrift Store has ceased and SCI is in process of handling this situation whether or not donations will continue even if they are coming through the Yolo Food Bank.

Community Care Car

Annual installation dinner was held on January 11 bringing in a new board. Don Campbell is the outgoing president, and Gary Traynham is now the president.

Computer Club

No report given.

Elderly Nutrition

The Chit Chat Café moved over to the church for the eight day period while the Senior Center was closed. I was told lunches ran relatively smoothly, but everyone was generally happy on January 3 when the Senior Center re-opened.

Upcoming dates

January 25	Elder Financial Abuse Workshop by attorney Roger Gambatese
January 28	Senior Art Show
February 2	AARP tax assistance (running 2/2 through 4/15)
February 10	Showing <i>Letters to Juliet</i>
February 17	Big Band & Swing Dance
February 19	AARP Driving class
February 24	Collette Travel Showcase for 2011-2012

Senior Education Topics:

SERIES- Important Documents for your Health and Welfare

- Advance Directive/POAT
- Trusts
- Wills
- COA 'Important Records'
- Other

SERIES- Health Issues of Seniors

- Nutrition
- Physical Activity: Modifications, Alternatives
- Vision and Hearing Challenges
- Typical/Atypical Symptoms of Illness
- Complementary Treatments
- Important Health Screenings and Vaccinations

General Topics-

- Home Modification for Senior Safety
- Researching Family Ancestry
- Current Events discussion
- Status of Woodland/Yolo County (finance, planning, projects, programs)
- New/Beneficial Technology

Date: _____

IMPORTANT RECORDS

(Print your full legal name)

Driver's License # : _____ SSN: _____

The emotional stress and confusion during a crisis is not the best time to collect valuable information, therefore each individual should fill out this booklet now. Keeping it current and available can be an important act of consideration toward your loved ones.

Keep this record at home in a secure place and give copies to at least two other persons, one who preferably lives close and/or contacts you frequently. DO NOT place only in your safe-deposit box. Make additional blank copies for future updates. Some individuals make it a New Year's resolution to review and update this record in January. Additional space on back or page 13.

EMERGENCY NAMES AND PHONE NUMBERS

Name

Phone Number

Doctor: _____

Doctor: _____

Clergy: _____

Family: _____

Friends: _____

Employer: _____

Representative Payee (if applicable) _____

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A.

GENERAL INFORMATION

- Self -

Name: _____

What you're known by (incl. nicknames): _____

Birthdate: _____ Birthplace: _____

Location of Birth Certificate/Citizenship Papers: _____

Citizen of: _____

• Marital Status: ☐ Single ☐ Married ☐ Companion ☐ Divorced ☐ Widowed

Name: _____ ☐ Deceased ☐ Living

• Location of Marriage Certificate: _____

• Location of Death Certificate: _____

Date Married: _____
(date) (location of papers)

Date Divorced: _____
(date) (location of papers)

Date Widowed: _____

• SSN: _____ Card Location: _____

• Passport Number: _____ Location: _____

• Military: _____ Serial Number: _____

Branch: _____ Country Served: _____

Location of Discharge Papers: _____

FAMILY

Father's Name: _____

Mother's Name: _____

Children and Other Family Members

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C.

FINANCIAL STATUS

Bank or Financial Institution:

(Name) (Address) (Phone)

• Account Number _____

☐ IRA

☐ Checking

☐ Savings

☐ Maximizer

Bank or Financial Institution:

(Name) (Address) (Phone)

• Account Number _____

☐ IRA

☐ Checking

☐ Savings

☐ Maximizer

(If you need additional space, please use back of page)

• Current Income: \$ _____ per ☐ month ☐ year

• Source(s): _____ \$ _____

_____ \$ _____

_____ \$ _____

• Debts: _____ \$ _____

• Debts: _____ \$ _____

• Debts: _____ \$ _____

• Debts: _____ \$ _____

D.

PROFESSIONAL ADVISORS

- Attorney-

Name: _____ Phone Number: _____

Address: _____

City: _____ State: _____ Zip Code: _____

- Trustee of Estate-

Name: _____ Phone Number: _____

Address: _____

City: _____ State: _____ Zip Code: _____

- Executor of Estate-

Name: _____ Phone Number: _____

Address: _____

City: _____ State: _____ Zip Code: _____

E.

MEDICAL INSURANCE

Primary Physician _____ Blood Type _____

Allergies _____

Medical Group: _____ Location: _____

Provider: _____ Phone: _____

Member No: _____ Group No. _____

Location of I.D. Card: _____ Location of Policy: _____

☐ Medicare/HMO ☐ Other: _____

F.

RELIGIOUS / FAITH AFFILIATION

Name of Religious Affiliation: _____

Church Leader: _____

Address: _____ Phone #: _____

G.

LIVING WILL / ADVANCE CARE DIRECTIVE

I have a Living Will (Advance Care Directive): ☐ Yes ☐ No

Location: _____

My agents are:

Name: _____ Phone: _____

Name: _____ Phone: _____

Name: _____ Phone: _____

H.

SAFE-DEPOSIT BOX / SAFE

Location: _____ Box No: _____

Address: _____

Other person(s) having access (key or combination and authorization) to safety deposit box:

• Name: _____ Phone Number: _____

• Address: _____ Keys Located: _____

I.

LOCATION OF STORED DOCUMENTS

- Will

- Financial Records (bankbooks, C.D.'s, trust funds, stocks, bonds, notes, etc.):

- Property Records (deeds, mortgages, vehicle titles, etc.):

- Insurance Records (life, disability, auto, home, accident, etc.):

- Tax Records

- Other Important Records

- Medical History/Medications

J.

URGENT NOTIFICATIONS

I have chosen to donate my organs. ☐ Yes ☐ No

Arrangements have been made to donate organs for transplantation, in case of death please

notify immediately: _____ Phone _____

K.

BURIAL INSTRUCTIONS

Location of Burial Instructions: _____

• Funeral Home: _____ Phone Number: _____

Address: _____

City: _____ State: _____ Zip Code: _____

• Name of Cemetery: _____ Plot number: _____

Address: _____ Phone Number: _____

City: _____ State: _____ Zip Code: _____

L.

LEGAL RESIDENCE / REAL ESTATE

☐ House ☐ Apartment ☐ Skilled Nursing Facility ☐ Other

☐ Rented ☐ Owned Monthly Payment: \$ _____

Street: _____

City: _____ State: _____

Zip Code: _____ Phone: _____

Landlord: _____
(name) (phone number)

• HOMEOWNER: ☐ Paid in Full ☐ Mortgage Outstanding

• Property Address: _____

City: _____ State: _____ Zip Code: _____

• Lien Holder: _____ Phone Number: _____

Address: _____ Account Number _____

City: _____ State: _____ Zip Code: _____

M.

LICENSED VEHICLES / VESSELS

1. _____
(make) (model) (year)

(Lisc. Plate) VIN (Pink Slip Location)

State registered in: _____

2. _____
(make) (model) (year)

(Lisc. Plate) VIN (Pink Slip Location)

State registered in: _____

3. _____
(make) (model) (year)

(Lisc. Plate) VIN (Pink Slip Location)

State registered in: _____

• Insurance Carrier _____ Policy Number _____

N.

**POWER OF ATTORNEY FOR
FINANCIAL MANAGEMENT**

Name: _____ Phone Number: _____

Address: _____

City: _____ State: _____ Zip Code: _____

O.

HOUSEHOLD PETS

Type of Pets:

Name:

- Feeding (time, type of food, quantity)

- Medical Problems

- Medication

- Veterinarian

Name

Phone

Address

- Emergency Veterinary Medical Phone:

- Person who has agreed to care for pet(s) in case owner is incapacitated:

Name

Phone

Address

- Special Instructions:

OTHER VALUABLES

Item:

Location:

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Q.	ADDITIONAL INFORMATION
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