

NOTICE OF MEETING

Notice is hereby given that the **SENIOR CITIZEN'S ADVISORY BOARD** will meet in a Called Session at the Plano Senior Recreation Center, 401 W. 16th Street, Plano, Texas at 5:00 p.m., Thursday, February 9, 2012 to consider the following:

CALLED SESSION (5:00 p.m.)

1. Call to order
2. Pledge of Allegiance
3. Public Input
The Senior Advisory Board will hear comments of public interest, but, any discussion shall be limited to placing the item on a future agenda, if appropriate. Remarks are limited to five minutes per speaker.
4. Discuss and reach consensus regarding content and distribution of Menu of Services flyer.
5. Adjournment

Council Liaisons: André Davidson and Ben Harris

ACCESSIBILITY STATEMENT

The Plano Senior Recreation Center is wheelchair accessible. Request for sign interpreters or special services must be received forty-eight (48) hours prior to the meeting time. These services can be secured by calling the Parks and Recreation Department's Administrative Assistant at 972-941-7255.

Plano Senior Citizens Advisory Board

Menu of Services
Subcommittee

Meeting notes: 1/18/12



Background

Framework: Project Definitions

Structure: Key Content Categories

Considerations

Timeline

Background

A meeting of the Menu of Services (MOS) Subcommittee was held on 1/18/12 and attended by

- Nancy
- Karen
- Barbara
- Goal: Define the MOS project and enable the Plano Senior Citizens Advisory Board to move forward with project execution and funding outreach
 - Expected outcome: The greater Board agrees on the project definitions and timeline

Framework: Project Definitions

- What – an informational tool which enables seniors to access available resources within their area*
 - Ques for Board: *Plano only or Collin County?
- Why – to create one resource (“one stop shop”) as a central point of reference for citizens, creating a best in class tool to aid current and new residents in preparation for point-of-need
- Who -
 - Ques for Board: What is the range? Same as Senior Center definition? 65+? 55+? Other?

Framework: Project Definitions Cont'd

- How – tool will be available via print (Phase 1) and web (Phase 2)
- Where – tool will be distributed via:
 - US Mail to target list(s) of residents
 - Kiosk or display at city facilities (Senior Center, libraries, Recreation Centers, etc)
 - Churches
 - Realtors/Movers/Home modification companies
 - Elder lawyers
 - Geriatric medical practitioners
 - Hospitals

Proposed

Structure: Key Content Categories*

- Health and Wellness (broader than “Healthcare” and allows us to include quality of life, medical, and AAA resources)
- Housing
- Transportation
- Professional Services
- Caregiving (?)

*The Board will be asked to reach consensus regarding the content categories at next meeting

Considerations

- Funding
- Approvals
- Phased approach
- Version for language per demographics
 - English
 - Spanish
 - Other (Chinese?)
- Placement on Plano.gov
 - Within current navigation and site design
 - Establish new navigation to align with site redesign

Timeline

- Present recommendations to Board *February*
 - Reach consensus and agree to move forward
- Summary of project final *March*
- Content development (“meat on bones”) *April*
- Identify funding targets *April*
- Draft of proposed creative layouts *May 1*
- Content final and placed in layout *May 15*
- Draft layout w/content and project summary available for discussions with funding targets *May 30*
- Finalize print quantity and request estimates for production
- Select production vendor and determine print schedule
- Define distribution schedule
- Convert for online format (inclusion on Plano.gov)

Dependent upon funding

May require special Board meetings to review and approve