



**COMMISSION ON SENIORS  
MINUTES**

**REGULAR MEETING  
(July 13, 2016)**

**The Commission on Seniors convened in a regular meeting at Boards and Commissions, First Floor, Rm 1101, 301 W. Second Street in Austin, Texas.**

**Chair, Janee Briesemeister, called the Board Meeting to order at 12:05 p.m.**

**Board Members in Attendance:**

<i>Janee Briesemeister, Chair</i>	<i>Erica Garcia-Pittman</i>	<i>Fred Lugo</i>	<i>Dan Pruett</i>
<i>Natalie Cagle</i>	<i>David Gray</i>	<i>Thomas McDowell</i>	<i>Jennifer Scott</i>
<i>Elaine Cohen</i>			

**Board Members not in Attendance:**

*Peter Varteressian, Vice-Chair*  
*Martin Kareithi*  
*Joyce Lauck*  
*Sally Van Sickle*

**Staff in Attendance:**

Edna Staniszewski, COA HHSD      Laura Williamson, COA HHSD

The board introduced themselves.

**2. APPROVAL OF MINUTES FROM THE JUNE 8, 2016 MEETING.**

- Commissioner Dan Pruett made a motion to accept the minutes.
- Commissioner Natalie Cagle seconded the motion.
- Motion passed 9-0.

**3. NEW BUSINESS**

A. Update regarding the City of Austin Equity Office and the Chief Equity Officer recruitment process (Ray Baray, Chief of Staff, Office of the City Manager)

i. Background and progress

- i. Equity Office created in Fiscal Year 2016-16 budget process including \$183,000 in funding
- ii. Project team tasked with developing methodology for assessing equity practices in other cities

- 1. Surveyed top 25 populated cities in United States and conducted internet search for data in other cities with equity offices and practices

2. Followed up with phone call and email interviews with most promising offices
- iii. Peer city findings:
  1. Only 4 top-tier, city based equity offices including Seattle, Portland, Washington D.C., and Toronto
  2. Equity offices being developed in Boston, Minneapolis, Tacoma, San Antonio and Oakland
- ii. City Consultants
  - i. The Hawkins Company has experience with hiring related to diversity and equity issues, and will assist with recruitment
  - ii. Government Alliance for Race & Equity (GARE) will assist with equity assessment of the City of Austin
- iii. Equity Officer recruitment is anticipated to have a final candidate selected in late August
- iv. Equity Assessment will result in a final report at the end of summer
- v. Community engagement is key to success of Equity Office
  - i. Includes identifying broad group of community stakeholders and providing multiple opportunities and avenues to give feedback
  - ii. Community engagement will be ongoing throughout the life of the Equity Office
- vi. Data collected through community engagement to date will be included in final report expected at the end of the summer
- vii. Recruitment process is still ongoing, candidate selected to be the Chief Equity Officer will likely have broad experience in equity issues that could include seniors
- viii. Commission can request regular updates from the Equity Office at Commission meetings
- ix. Role of Equity Office in relation to Boards and Commissions, Council, and City of Austin Departments will be formalized at a later date after Chief Equity Officer is hired and more community input has been received and processed
- x. Equity Tool created through a resolution sponsored by Council Member Garza is still in development phase
  - i. Generally, the tool is intended to measure equity impacts of budget decisions and City functions, and proactively mitigate adverse impacts
    1. Once developed, the tool will be used by each department to serve their constituencies

**B. Annual Internal Review**

- a. Chair Briesemeister drafted the report based on discussions by the Commission
  - i. Covers work done by the Commission from July 1, 2016 to June 30, 2016, and describes plans for future work of the Commission
    1. Report sets for work plan, but does not limit the Commission from taking up other issues

- b. Discussion among the Commission regarding consideration of an awards or recognition process to honor work done by and for seniors
    - i. Seniors make up a substantial portion of community volunteers
    - ii. Seniors contribute significantly to the community and to their families
    - iii. Commission may consider forming a work group to look at how to structure awards process, which could incorporate tactics used by the Mayor's Committee for People with Disabilities and/or the Women's Commission
  - c. Commissioner David Gray made a motion to approve the report as amended
  - d. Commissioner Thomas McDowell seconded the motion
  - e. Motion passed 9-0.
- C. 2016-17 Commission on Seniors goals and working groups
- a. Currently eight domains in the Age Friendly Community Action Plan
    - i. Ideal to combine into five working groups
  - b. Discussion regarding committees versus working groups
    - i. Working groups beneficial because it would not require an amendment to bylaws and allows for community members to serve as part of working groups
  - c. Chair Briesemeister distributed suggested list that combines the domains into working groups as follows:
    - i. Domain 2: Transportation
    - ii. Domain 3: Housing/ Domain 1: Outdoor Spaces and Buildings
    - iii. Domain 4: Social Participation/Domain 5: Respect and Social Inclusion
    - iv. Domain 6: Civic Participation and Employment/Domain 7: Communication and Information
    - v. Domain 8: Community and Health Services
  - d. Commissioner David Gray made a motion to approve the working groups proposed by Chair Briesemeister
  - e. Commissioner Natalie Cagle seconded the motion
  - f. Motion passed 9-0.
- D. Discussion of future City of Austin bond packages
- a. Discussion regarding recommending Council prioritize sidewalks and projects included in a previous recommendation from the Commission on Seniors during the May 2016 meeting
  - b. Discussion regarding whether to require money to be distributed evenly among districts or spend funding based on project priority
    - i. No official action taken
  - c. Commissioner Pruett motions to send the Commission on Seniors Recommendation 20160511-003A: Transportation and Mobility Related Services to Council to prioritize as part of the 2016 mobility bond package
  - d. Commissioner McDowell seconds the motion
  - e. Motion passes 8-0-1 with Commissioner Scott abstaining

- E. City of Austin Health and Human Services Department Budget Process for Fiscal Year 2016-2017 (John Miller, COA HHSD Financial Manager)
  - a. Presenter not available; presentation moved to August meeting

**1. CITIZEN COMMUNICATION**

- i. Item moved as per board's approval
- ii. John Woodley – Discussed item 3B.
  - a. Would like to see increased investment in sidewalks and promotion of pedestrian safety and mobility in the bond package
- b. Preston Tyree –Discussed item 3B
  - a. Serves on Board of Bike Austin, offered to make presentation at August Commission on Seniors meeting regarding the bond proposal

**4. OLD BUSINESS**

- A. Commission Work Plan – Standing Item
  - i. No updates
- B. Updates from Working Groups
  - i. Transportation
    - a. No updates
  - ii. Age Friendly City
    - a. Commissioner Briesemeister addressed efforts to seek support from other boards and commissions for the Age Friendly Community Action Plan adopted by the Commission on Seniors at the July 2016 regularly scheduled meeting
      - The Joint Inclusion Committee will vote on the plan on July 26, 2016
      - The Commission on Immigrant Affairs and the Mayor's Committee for People with Disabilities will place on a future agenda for consideration
      - The Quality of Life Commissions may include the item for consideration on future agendas.
    - b. Discussion regarding sending a letter to the Planning Commission in support of the Age Friendly Community Action Plan and authorizing a member of the Commission on Seniors to speak in favor of the item during the Planning Commission meeting and/or the Council meeting
      - Commissioner David Gray made a motion to allow a letter to be sent in favor to the Planning Commission and authorization of any available Commissioner to speak on behalf of the Commission in favor of the Age Friendly Community Action Plan at the Planning Commission and City Council meetings.
      - Commissioner Elaine Cohen seconded the motion.
      - Motion passed 9-0
    - c. Commissioner Scott shared updates from Commissioner Sally Van Sickle

- AustinUP, a local community alliance has compiled a frequently asked questions (FAQ) list for the Age Friendly Community Action Plan
- Imagine Austin staff with the City of Austin will include the Age Friendly Community Action Plan as part of their recommended changes to Imagine Austin that will go before the Planning Commission and Council for consideration
- iii. Update on Joint Inclusion Committee (Janee Briesemeister)
  - a. The Joint Inclusion Committee may request that the Commission on Seniors support their identified priorities for the Fiscal Year 2016-2017 City of Austin Budget

**5. STAFF BRIEFINGS**

A. Overview of City of Austin Commission on Seniors

- i. Commissioner Jennifer Scott announced vacating appointment to the Commission on Seniors due to taking another position
  - The Area Agency of Aging of the Capital Area will select a new appointee in the near future
  - Commissioner Scott expressed interest in continuing to contribute to the work of the Commission on Seniors
  - Commissioner Pruett thanked Commissioner Scott for her service and noted that countless low-income seniors have benefited from her work, and that she is a great leader for the senior community
- ii. The July 2016 meeting is Edna Staniszewski’s last day
  - Commissioners recognized her as a great asset to the commission, and expressed their appreciation for her service

**6. FUTURE AGENDA ITEMS**

- i. Request the City of Austin Health and Human Services Department (HHSD) reschedule the briefing on the HHSD FY 2016-2017 budget for the August meeting
- ii. Request City Clerk’s office to have a training to refresh the Commissioners on ethics for the September meeting
- iii. Potentially schedule a housing briefing for August depending on the availability of speakers
- iv. Staff to include the listing of previous future agenda items on minutes to retain items discussed.
  - 1. Affordable Housing
  - 2. Texas Veterans Commission
  - 3. Hispanic Quality of Life
  - 4. Veteran’s Affair Office
  - 5. Google representative
  - 6. State Veterans Services
  - 7. Foundation Communities

**COMMISSION ON SENIORS MEETING MINUTES**

**(July 13, 2016)**

8. Austin Energy – Weatherization and home repair
9. Home renovation for seniors
10. Housing and resources for senior musicians and artists

**ADJOURNMENT**

- Commissioner David Gray motioned to adjourn meeting.
- Commissioner Natalie Cagle seconded the motion.
- Motion passed 9-0.
- Meeting adjourned at 1:53pm.