



MINUTES  
**Town of Atherton**  
**Center for Age-Friendly Excellence**  
**JULY 26, 2023**  
**COMMITTEE MEETING**

**REGULAR AGENDA**

Called to order at 2:30 pm.

**ROLL CALL**

**Committee Members:** Elizabeth Lewis, Diana Hawkins-Manuelian – Present

**Staff:** George Rodericks, City Manager (Absent) and Anthony Suber, Deputy City Manager (Present)

**PUBLIC COMMENTS** – None

**REGULAR AGENDA ITEMS**

1. Approve Committee Minutes for July 6, 2023, Meeting.

**Approved: MOTION by Lewis / Second by Hawkins**

2. Age-Friendly Overview
  - a. Task Force roles and responsibilities
3. Focus Groups / Assessment Process
  - a. Task Force/Service Providers (1 session)
  - b. Older Adults, mixed ethnicities and ages (2 sessions)

Consensus to host all events in person and consider hybrid meeting at some point after the 1<sup>st</sup> two sessions are completed.

Goal is to have 8-10 guest per session and dates were selected as 8/21 and 8/23 starting at 4pm.

Discussed connecting with different age groups of seniors (55+ | 75-85 and older) to identify needs in each group.

Group discussed various community organizations and groups that are options to recruit focus group participants. Including County groups such as the Commission on Ageing.

Discussed other jurisdictions park and recreation activities that can be shared with the community and other groups to connect with such as Peninsula Volunteers, Meals on Wheels, and others to find contact points with Atherton Seniors.

Discussion was held regarding connecting with homebound seniors and seniors that don't use technology as frequently. It was also discussed to connect with the Public Safety community (Atherton Police and Menlo Park Fire Protection District) to get them included in the survey.

#### 4. AFC Flowchart & November Timeline

Cynthia Nakayama discussed the application submission date goals and the creation of a formal action plan for the project.

### **COMMITTEE AND STAFF REPORTS/COMMENTS – NONE**

### **FUTURE AGENDA TOPICS**

Review of the focus group results.

**NEXT MEETING DATE CONFIRMATION – Not confirmed**

### **ADJOURN**

Meeting was adjourned at 4:00 pm