

**MINUTES**

On February 23, 2017, the 21<sup>st</sup> Century Senior Services Development Advisory Board met at 3:00 p.m. in City Hall at 509 S.E. 7<sup>th</sup>, Room 306 for a Regular Meeting.

VOTING MEMBERS	PRESENT	NO. MEETINGS HELD SINCE APPOINTMENT	NO. OF MEETINGS ATTENDED
Chris Bell	Yes	1	1
Melissa Carter	Yes	1	1
Charlene Cole	Yes	1	1
Mary Coyne	Yes	1	1
Steve Dalrymple	Yes	1	1
Judy Day	Yes	1	1
Robert Goodrich	Yes	1	1
Toni Gray	Yes	1	1
Shirley Heard	Yes	1	1
Steve Hoyl	No	1	0
Terry Price	Yes	1	1
Liz Rascón Alaniz	Yes	1	1
Clay Stribling	Yes	1	1
Tim Williams	Yes	1	1
Jelaine Workman	Yes	1	1

Also in attendance were:

Paul Harpole	MAYOR
Kevin Starbuck	ASSISTANT CITY MANAGER, CITY OF AMARILLO
Bryan McWilliams	DEPUTY CITY ATTORNEY, CITY OF AMARILLO
Linda Pitner	SENIOR SERVICES COORDINATOR AND RECORDING SECRETARY, CITY OF AMARILLO

**ITEM 1: Call to Order.** Mayor Paul Harpole established a quorum and called the first regularly scheduled meeting of the 21<sup>st</sup> Century Senior Services Development Advisory Board to order at 3:00 p.m. Mayor Harpole asked Advisory Board members to introduce themselves.

**ITEM 2: Election of Chairman and Vice Chairman.** Melissa Carter volunteered to serve as Chairman. Motion was made by Mary Coyne, seconded by Steve Dalrymple to elect Melissa Carter as Chairman. Motion carried unanimously. Mary Coyne and Bob Goodrich volunteered to serve as Vice Chairman. Mary Coyne was elected upon a majority vote of the Advisory Board as Vice Chairman.

**ITEM 3: Orientation.** Bryan McWilliams, Deputy City Attorney presented an orientation covering the Texas Open Meetings Act, Public Information Act and conflict of interest. A copy of the report is attached.

**ITEM 4: Discussion of 21<sup>st</sup> Century Senior Services development Advisory Board Meeting Schedule for 2017.** Linda Pitner presented a proposed meetings schedule for 2017 setting 3:00 p.m. the fourth Thursday of every other month beginning March 2017 for discussion. The Advisory Board accepted the schedule presented for 2017 setting regular meeting dates as March 23, May 25, July 27, September 28 and November 30, 2017.

**ITEM 5: Presentation and Discussion of 21<sup>st</sup> Century Senior Services Development Advisory Board Background, Role and Purpose.** Linda Pitner presented an overview of the background and steps to establishing the Advisory Board including the "Blueprint for 21<sup>st</sup> Century Senior Centers" report, Memorandum of Understanding between the City of Amarillo, Amarillo Area Foundation, Baptist Community Services, and the Mary E Bivins Foundation and Ordinance 7636 establishing the Advisory Board as well as its purpose.

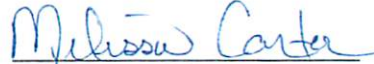
**ITEM 6: Presentation, Discussion and Consideration of Proposed Work Plan.** Linda Pitner presented the proposed work plan to deliver a comprehensive senior services infrastructure and programming plan as required under the Memorandum of Understanding for the project.

**ITEM 7: Presentation and Discussion of Progress Report.** Linda Pitner reviewed progress to date noting seating the Advisory Board, completing a draft work plan, issuing a Request for Qualifications for a Senior Citizen Programming Assessment and Senior Facility Feasibility Study, making site visits, working on research on models and trends in programming, facilities and centers without walls, and completing initial work to develop a Request for Qualifications for marketing/branding research and strategies as complete or underway. Ms. Pitner called the Advisory Board's attention to the Resource Inventory

provided and asked members to review the material bringing back input at the Advisory Board's meeting in March.

ITEM 7: Public Forum. No public comments.

ITEM 8: Adjournment. There, being no further business, Melissa Carter, Chairman, adjourned the meeting at 4:20 p.m. This meeting was recorded and all comments are on file with the City Parks and Recreation Department.

  
Melissa Carter, Chairman

ATTEST:   
Linda Pitner, Board Secretary