

Anabel Pelham phone call with Bill, Mar 1 2022

Anabel had sent an Updated MOU with decreased budget including specific work the Senior Commission and/or an Age Friendly Taskforce can do to decrease costs by \$10,000. She agreed the idea of an ad hoc taskforce is important because we will need input from various city departments.

An example she mentioned about involving additional resources beyond having a functioning Senior Center is the town Pacifica. As part of their CAFÉ process they needed to organize classes and give direct help to get community members into age appropriate housing. This included researching available housing and establishing a core of trained staff to help those who wish to apply. For us, SB9 requires additional housing in Los Altos and Los Altos Hills so we would need to include Housing in the taskforce. Housing resources are an integral part of Age Friendly Cities.

Input from various commissions and departments would be necessary for a multispecialty taskforce to work with CAFÉ, the organization that would do the actual work of preparing an Action Plan for Age-Friendly City recertification

COMMISSIONS: Public Arts, Library, Youth, Finance, Historical, Parks and Rec, Streets, Environmental, Design Review, Planning,

DEPARTMENTS: Community Development: Economic, Building, Planning; Information Technology; Police and Fire;

The MOU includes changes in the scope of responsibilities that would require help from the Senior Commission.

*CAFE will work in collaboration with the Senior Commission to conduct sample focus groups (3) of older adults to gather data on unmet needs. The focus group interviews will be qualitative and based on the 8 evidence-based domains of an Age-Friendly city. The Senior Commission will identify focus group participants, organize the gatherings and provide potential venues (virtual as needed) for the gatherings and take notes. Once the focus groups have been completed, CAFE staff will analyze the focus group data and write a detailed report.*

*The Senior Commission will offer the cooperation of their members to assist CAFE in identifying participants for (3) focus groups of no more than 10 persons each that are representative and inclusive of the population of Los Altos. The Senior Commission will identify potential sites for CAFE staff to conduct the focus groups (or via Zoom). The Senior Commission members will take careful notes of the focus groups and provide those notes to CAFE for our data analysis. We estimate Senior Commission members will provide approximately 55- 60 hours total in support of the project at no cost. We will need for the focus groups to be completed within 60 days of the start of the project.*

Thus, having regular meetings of the Commission and/or having Senior Commissioners on the Age Friendly Taskforce will be important. We can provide the candidates for the focus groups from our network using a list of the current demographics of the communities to guide us. I volunteered to obtain current demographics to facilitate this.

We can have 2 members attend the focus groups and take notes as well as use apps to record and transcribe the meetings.

The new Community Center has the ideal equipment and meeting rooms to have the groups.