



Agenda
Village of Arlington Heights
Senior Citizens' Commission
Senior Center Room 187
Age Friendly Community Certification Committee
May 14, 2018
10:00 AM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

- A. Minutes from 4/9/18

IV. REPORTS

V. OLD BUSINESS

- A. Report on Telephone Conversation with AARP
- B. Review Application

VI. NEW BUSINESS

VII. OTHER BUSINESS

VIII. ADJOURNMENT

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Item: Minutes from 4/9/18

Department: hhs

ATTACHMENTS:

Description

April AFCCC minutes

Type

Minutes

**Village of Arlington Heights
Senior Citizens' Commission
Age Friendly Community Certification Committee
April 9, 2018**

I. CALL TO ORDER

Commissioner/ Committee Chairperson Motto called the meeting to order at 10:00am in Room 183 at the Arlington Heights Senior Center.

II. ROLL CALL

Present: George Motto, Committee Chairperson, Fred Feldman, Sharon Foss, Commission Chairperson, Kristyn Ramsey, and Tem Williams.

Bruce Cruz, President of the Arlington Heights Senior Center Advisory Council was also present.

III. APPROVAL OF MINUTES

Chairperson Foss motioned to approve the minutes from March 3, 2018, seconded by Commissioner Ramsey. The motion carried at 10:02 am.

IV. REPORTS

V. OLD BUSINESS

VI. NEW BUSINESS

- a. Phone discussion with Bill Armbruster, Senior Advisor. (Mr. Armbruster manages the AARP Network of Age-Friendly Communities) regarding Age Friendly Certification Process:
 - i. Bill described the initiative as a way to display that the community is a great place to grow up and to grow old. He found that in many communities, the focus is centered around youth and family, which is why this initiative is so important.
 - ii. Steps of Age Friendly Certification Process:
 1. Submit application along with a letter in support of the initiative from an elected official.
 2. Assessment of the community via new survey and/or analysis of existing survey data, as well as listening to the input of community members and important organizations (typically occurs in the 1st year of the process).
 3. Creation of an action plan based on the results of the assessment. This will help the committee decide which of the eight domains need

to be focused on (all, some, or even the addition of community specific areas). It is important to consider those domain areas that are in need of improvement, but also those areas that will realistically be able to be changed due to factors such as monetary input, government support, etc. (typically occurs in the 2nd year of the process).

4. Implementation of the changes and creation of the 5-year progress report. Bill suggested the importance of having a wish list of things to be changed in the event that more money is found (typically occurs during years 3-5 of the process).

iii. Questions for Bill:

1. Commissioner/ Committee Chairperson Motto asked, “How many communities have used the AARP survey and how have they used it?”
 - a. Most use it as a starting point and reduce it based on their needs or concerns.
 - b. Many communities have selected to add questions related to how dementia friendly their community is.
 - c. Many communities make use of local universities and government researchers for tabulation of the survey data.
 - d. AARP/WHO has learning networks where like communities are matched during their 1st year of the process.
 - e. An existing bank of past surveys exists on the AARP/WHO website.
 - f. Most communities use online surveys to reach the bulk of their community. They will distribute a limited number of paper surveys to those in the community that are unlikely to use the online version.
 - g. Based on our community size, Bill suggested that we aim to receive 400 completed surveys.
2. Bruce Cruz asked, “Will our survey be reviewed if we make alterations to the existing one?”
 - a. There is no formal review process, but Bill said he is always available for questions regarding the survey or process.
3. Commissioner Williams asked, “How should we go about distributing the survey?”
 - a. Bill stressed the importance of the fact that the people must trust whoever is issuing the survey.
 - b. He suggested the involvement of community groups/organizations to help distribute surveys.
 - c. An online survey format would be best.
4. Bruce Cruz asked, “Should the survey be focused on specific age groups?”

- a. It is community dependent. A community might find they have greater needs for a certain age group, so they may choose to focus on that group.
5. Commissioner/Committee Chairperson Motto asked, “How can we sell the idea that this is an initiative to pursue? How will this improve our community?”
- a. It is important to learn during listening sessions. You need to hear individual perceptions of current services. How can we enhance existing services? How can we better reach more community members?
 - b. Some communities will conduct focus groups prior to the survey in order to better customize the survey. Other communities will conduct the survey and then conduct the focus groups to gain more information on community perceptions of weaknesses identified through the survey. Many communities will opt for conducting focus groups, conducting the survey, and conducting another set of focus groups after survey completion.
6. Chairperson Foss asked, “How can we prevent failure of the initiative due to factors such as lack of funding?”
- a. Many communities were able to address non-monetary weaknesses such as those achieved through changes in legislation.
 - b. Including age friendly initiatives in upcoming government initiatives.
 - c. There are outside funds and grants that can be applied for to address monetary needs based on the type of issue being addressed.
 - d. AARP/WHO Age Friendly Community offers a grant through their organization to aid in the completion of community initiatives (May 16th application deadline).
 - e. Some communities have included community entities such as organizations to alleviate some of the monetary issues they faced.
7. Chairperson Foss asked, “How much money have most communities spent while going through this process?”
- a. Some communities have spent no money by using municipal staff and other entities to work on their behalf.
 - b. What do we already have that we can use to increase our success?
 - c. How can we change perceptions to increase participation and community satisfaction?
 - d. Succession planning is important to keep the initiative alive.
 - e. Engaging those individuals in the “sandwich generation” back into the community.

8. Commissioner/Committee Chairperson Motto asked, “Is this something that needs renewal?”
 - a. No, but we must submit the 5 year progress report.
 - b. Commissioner Ramsey suggested that the committee should look into the AARP/WHO learning networks.
 - c. Commissioner/ Committee Chairperson Motto suggested submitting the application and then pursuing the process of engaging community members/organizations. Additionally, Motto suggested that the committee should start to plan to conduct focus groups in order to understand current perceptions of community members.
 - d. Bruce C. brought up the need for evaluating a specific age group, senior citizens (age 55 and up).
 - e. The information discussed today will be presented to the Senior Citizens Commission next Monday.
 - f. Dr. Motto expressed the need for focus groups and the survey in order to determine which domains need focus based on community perception.
 - g. Commissioner Feldman suggested the use of quarterly updates/transmittal letter that would be submitted to the board of trustees in order to keep the initiative fresh in their minds and to gain continued support.
 - h. The committee will plan to evaluate what will be done with regards to the survey and to start planning for the focus groups at the next monthly meeting.

VII. OTHER BUSINESS

VIII. ADJOURNMENT

There being no further business, Commissioner/ Committee Chairperson Motto suggested that the meeting adjourn. By acclaim, the meeting adjourned at 11:13 am.