



## SENIOR ADVISORY BOARD MINUTES

Monday, December 21, 2020  
City Hall Conference Room  
4000 Main Street  
Rowlett, TX 75088

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**Present:** (remotely) Regular members: Chair Patricia Bird, Vice-Chair Virginia Denson, Veda Kull, Susan Bell, Alberta Reese; Alternate: Kenneth Williams

**Absent:**

**Visitors:** one unknown visitor

**Staff:** Shelly Monroe, Parks and Recreation Administrative Assistant; Aaron Cleaver, Parks and Recreation Business Manager; Kari Pacheco, Parks and Recreation Operations Manager; Pamela Bell, City Council Liaison

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Due to the public health emergency and to conform with the social distancing requirements, the Senior Advisory Board meeting was held via teleconferencing. The public was provided an opportunity to submit comments for a specific agenda item or general comment through citizen email address.

1. The Chair, Patricia Bird, called the meeting to order at 10:02am. Kenneth Williams appointed as voting member. Quorum present.
2. Citizens' Input.  
Patricia Bird explained an individual requested for rooms to be available again for seniors so they can start meeting again. Aaron Cleaver responded that programs still are not able to start back due to the COVID19 restrictions, but staff assesses this monthly.
3. Consider approving the minutes from November 16, 2020 and December 1, 2020.
  - A. Veda Kull made a motion to approve the November 16, 2020 minutes as written. Kenneth Williams seconded the motion. Approved 6 to 0.
  - B. Susan Bell made a motion to approve the December 1, 2020 minutes as written. Alberta Reese seconded the motion. Approved 6 to 0.
4. Update from City Liaison, Pamela Bell.
  - A. A brief overview of the COVID19 numbers for Rowlett was shared. City of Rowlett received 900 vaccines which is being used for medical workers, 1<sup>st</sup> responders, and at nursing homes. Then the next roll out for vaccines will be for ages 75 and older.
  - B. City Offices will be closed December 24 and then on December 25 for Christmas, as well as January 1, 2021 in observance of New Years.
  - C. The Charter Review Commission meets today at 5:30pm for final review of the City Charter before recommendations are presented to City Council.
  - D. Veda Kull inquired about when City Council may look at adding new members to this board. Pamela Bell responded there has been no discussions, although persons can still submit applications. Shelly Monroe added that unless there are several



boards in need of members or if a board doesn't have a quorum of members it is not likely to be looked considered prior to the next appointments in September 2021.

5. Discuss upcoming seminars - January 12, February 9, March 9.
  - A. January 12, 2020 Philip Barott with Rowlett Library will present on the various virtual platforms. A flyer was shared with members so they can start promoting the seminar. Members shared a few possible questions for the speaker to cover during the presentation such as how to set up a meeting in Zoom or Google Meets, what are the free virtual ways to communicate, how to use facetime or Facebook video chat. If any members want hard copies of flyer to distribute send a request to S. Monroe.
  - B. February 9, 2020 - Ed Balderas with Rowlett Fire Department/Emergency Management will present on the most recent updates on COVID19 and safety. Members asked if information on the vaccine roll out can be included in the presentation.
  - C. March 9, 2020 DART - K. Williams confirmed with Dawn Dorman, DART.
  - D. Virginia Denson asked about thoughts of hosting the Health Fair since planning usually begins this month. Aaron Cleaver stated he does not know an answer right. Restrictions can change from month to month and no one knows what this will be after the new year starts. One suggestion is to possibly postpone the fair until a later date.
  
6. Continue preparations for the AARP Livable Communities Age-Friendly Listening Sessions on January 26 and 28, 2021.
  - A. Shelly Monroe and A. Cleaver shared more details of the workings of the webinar platform. There will be two practice run dates: 1) First one will allow members to see how the functions of the webinar work and this will be on January 5, 2021 at 10:30am; 2) The second one will be a practice run through the script and will be held on January 19, 2021 at 10:30am.
  - B. The script will be mailed to members on January 11, 2021.
  - C. Aaron Cleaver is reviewing the list of questions submitted for Housing and Social Participation. The questions for Transportation topic are still needed. Questions will be inserted into the script. Board members who will be speaking during the Listening Sessions are K. Williams for Transportation while V. Denson is the note taker; P. Bird & S. Bell will share speaking and note taking for Housing; V. Kull will speak for Social Participation while A. Reese will be the note taker.
  - D. A draft flyer was shared with members. Once the flyer is complete, it will be sent to members. Hard copies of flyers can be requested to S. Monroe.
  
7. Senior Concerns.

No senior concerns.

8. Public announcements. Members of the Board and/or staff may make announcements of local civic events.  
No announcements.
9. Members of the board may request topics for future meetings.  
Patricia Bird requested for Public Works to discuss street repairs and projects.
10. Adjournment.  
Unanimous by all those present to adjourn at 10:48am.



Patricia Bird, Chair



Aaron Cleaver, Director of Parks & Recreation