



**SENIOR ADVISORY BOARD
WORK SESSION MINUTES**

**Tuesday, January 5, 2021
City Hall Conference Room
4000 Main Street
Rowlett, TX 75088**

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

Absent: N/A

Visitors: N/A

Staff: Shelly Monroe, Parks and Recreation Administrative Assistant; Aaron Cleaver, Parks and Recreation Business Manager; Alex Buie, IT Department; Kari Pacheco, Parks & Recreation Operations Manager

1. The Chair, Patricia Bird, called the work session to order at 10:35am. Quorum present.
2. Citizens' Input.
No input for this meeting.
3. Zoom webinar platform practice for AARP Listening Sessions.
 - A. Alex Buie walked board members through the functions of the webinar platform. Members asked questions and answers were provided about persons speaking, as well as receiving and responding to the attendees.
 - B. A full practice run through will occur on January 19, 2021. The script will be mailed on January 11, 2021 and will also be emailed to all.
 - C. Shelly Monroe will email information to all the contacts submitted explaining about the listening session accompanied with the flyer by January 11th. Hard copies of the flyer can be requested to S. Monroe.
4. Public announcements. Members of the Board and/or staff may make announcements of local civic events.
 - A. Shelly Monroe announced there is one person signed up for the seminar next week. The department posted the flyer on Facebook and Instagram yesterday; flyers were placed at Rowlett Community Centre, library and City Hall prior to the holidays.
 - B. Patricia Bird shared that Dallas County Health and Human Services is collecting names of persons to register for the COVID19 vaccine, as vaccines become available. A person needs to be in Phase 1A or 1B to register and this includes individuals age 65 and older.
5. Members of the board may request topics for future meetings.
No topics requested.
6. Adjournment at 11:14am.

Patricia Bird, Chair

Aaron Cleaver, Director of Parks & Recreation