

**MINUTES OF THE
FERNLEY SENIOR ADVISORY COMMITTEE MEETING
DECEMBER 8, 2023**

Chair Jacqueline LaVoie call the meeting to order at 10:00 am.

1. INTRODUCTORY ITEMS

1.1. Pledge of Allegiance

1.2. Roll Call

Present: Chair Jacqueline LaVoie, Committee Member Sharon Holley, Committee Member Lisa Callahan, Management Analyst Casey M. Kasten, City Attorney Aaron Mouritsen, Councilman Albert Torres, Deputy City Clerk Brenda Gosser, Administrative Specialist I Sandy Harris. **Absent:** Vice-Chair Denise Moorman, Committee Member Debbie Skinner.

1.3. Public Forum

None

1.4. (For Possible Action) Approval of Agenda

Motion: I MOVE TO APPROVE THE AGENDA WITH THE PRESENTATIONS BEING MOVED TO THE FEBRUARY MEETING 2024. **Action:** Approved. **Moved by:** Chair Jacqueline LaVoie, **Seconded by:** Committee Member Lisa Callahan. **Vote:** Passed, **Summary:** Yes 3. **Yes:** Committee Member Holley, Chair LaVoie, Committee Member Callahan. **Absent:** Vice-Chair Moorman, Committee Member Skinner.

1.5. (Possible Action) Approval of Minutes

Motion: I MOVE TO APPROVE THE MINUTES FROM THE LAST MEETING. **Action:** Approved. **Moved by:** Committee Member Sharon Holley, **Seconded by:** Committee Member Lisa Callahan. **Vote:** Passed. **Summary:** Yes 3. **Yes:** Committee Member Holley, Chair LaVoie, Committee Member Callahan. **Absent:** Vice-Chair Moorman, Committee Member Skinner.

2. REPORTS BY STAFF AND SUBCOMMITTEES

2.1. Events Subcommittee report on FSCAC involvement in the 2023 Spooktacular event at City Hall.

Committee Member Holley reported that the Spooktacular event turned out great.

Chair LaVoie asked for clarification on having more than three members at an event that could appear to be a quorum.

City Attorney Aaron Mouritsen stated that it may create an appearance, but as long as they do not discuss any business, and you don't come to any conclusions, there isn't any violation but can create an appearance.

Committee Member Callahan reported that in October she attended a senior resource event put on by the City of Sparks and their Senior Advisory Committee. She met a number of organizations that would be very happy to do something similar here in Fernley. The Nevada Aging and National Alzheimer will be presenting in February 2024. She will be meeting today with the Lyon County representative for the Nevada Aging and Disability Division. She also suggested doing a Senior Angel Tree next year.

Chair LaVoie, relayed a note from Vice-Chair Moorman that she and Casey Kasten had attended a Rotary Club luncheon and talked about the committee's mission and what they have done and what they are looking to do and how the Rotary might help. Rotary has a senior kindness program and is interested in working with the committee on some events in the future.

Committee Member Callahan stated that she would reach out to Lynn Lacey, President of the Rotary in regard to the next meeting.

3. PRESENTATIONS

- 3.1. Presentation by Judge Matheus regarding new laws from the last legislative session.
- 3.2. Presentation by the Alzheimer's Association to provide information on their organization.
- 3.3. Presentation by the Nevada Aging and Disability Services Division to provide information on their programs.
- 3.4. Presentation by Lyon County Human Services on the LCHS transportation services available in Fernley.

4. STAFF REPORTS

4.1. (For Possible Action) Discussion to approve continuing as an Advisory Committee in 2024.

Casey M. Kasten, City Managers office, reviewed the presentation given by City Attorney Aaron Mouritsen at the October meeting in regard to the advantages and disadvantages of being a Task Force or an Advisory Committee. Staff is looking for direction from the Advisory Committee as to which entity they choose to be for 2024.

Motion: I MOVE TO APPROVE CONTINUING AS AN ADVISORY COMMITTEE. **Action:** Approved. **Moved by:** Chair Jacqueline LaVoie, **Seconded by:** Committee Member Sharon Holley. **Vote:** Passed, **Summary:** Yes 3. **Yes:** Committee Member Holley, Chair LaVoie, Committee Member Callahan. **Absent:** Vice-Chair Moorman, Committee Member Skinner.

4.2. (For Possible Action) Discussion to continue to hold all future Fernley Senior Citizen Advisory Committee meetings at City Hall Council Chambers.

Casey M. Kasten, City Managers office, stated that the City staff has been negotiating with the Fernley Senior Center on potential dates and times to rent their multipurpose room for meetings. The Center will allow meetings to be held at their location with advanced booking, but they will not allow the use of their sound or recording equipment. City staff have had discussions with the City Manager's Office and the IT Department on what additional equipment accommodations would need to be addressed to hold meetings at the Senior Center multipurpose room. Preliminary projects for required equipment to hold meetings at the Senior Center are estimated to be between \$2,500 - \$5,000.

Brenda Gosser, Deputy City Clerk, clarified that even though the Center is available to hold meetings, the Committee has to abide by open meeting laws and there is certain equipment that has to be purchased. The Center is not able to lend the Committee any equipment, so any and all equipment needed for the meetings to be able to do the recordings, minutes and broadcast through Zoom need to be acquired.

Committee Member Callahan asked about the posting of the meetings.

Brenda Gosser, Deputy City Clerk, explained that the agenda gets published at least three days before the meeting. That agenda is on the City's website and on Notice.gov where people see what and when public meetings are being held. It is also posted at Lyon County Human Services, the Fire Station and Fernley swimming pool. The committee can decide to post and advertise anywhere else.

Chair Jacqueline LaVoie asked about creating a flier.

Brenda Gosser, Deputy City Clerk, explained that the flier would have to have the place of meeting, time, who and what is going to be covered because it is an open meeting.

Motion: I MOVE THAT WE CONTINUE TO HOLD THE SENIOR CITIZEN ADVISORY COMMITTEE MEETINGS HERE AT CITY HALL. **Action:** Approved. **Moved by:** Chair Jacqueline LaVoie, **Seconded by:** Committee Member Sharon Holley. **Vote:** Passed, **Summary:** Yes 3. **Yes:** Committee Member Holley, Chair LaVoie, Committee Member Callahan. **Absent:** Vice-Chair Moorman, Committee Member Skinner.

4.3. (For Possible Action) Discussion and approval to spend \$318 on a Senior Resource Guide.

Casey Kasten, City Managers office, stated that at the October 13, 2023, meeting the purchase of 250 Senior Resource Guides was approved using the Utah Correctional Industries Print Shop. On November 17, 2023, the Utah Correctional Industries Print Shop informed City staff that they would not be able to complete the print order for an out-of-state municipality. The second quote was received from Allegra Marketing Print Mail in Reno. The city staff is recommending Allegra Marketing Print Mail.

Motion: I MOVE TO SPEND THE \$318.00 FOR THE RESOURCE GUIDE. **Action:** Approved. **Moved by:** Committee Member Sharon Holley, **Seconded by:** Committee Member Lisa Callahan. **Vote:** Passed, **Summary:** Yes 3. **Yes:** Committee Member Holley, Chair LaVoie, Committee Member Callahan. **Absent:** Vice-Chair Moorman, Committee Member Skinner.

4.4. (For Possible Action) Discussion to move the Fernley Senior Citizen Advisory Committee meeting start time back to 9am from the current 10am start time.

Motion: I MOVE TO MOVE THE MEETING TIME BACK TO 9:00 AM. **Action:** Approved. **Moved by:** Chair Jacqueline LaVoie, **Seconded by:** Committee Member Sharon Holley. **Vote:** Passed, **Summary:** Yes 3. **Yes:** Committee Member Holley, Chair LaVoie, Committee Member Callahan. **Absent:** Vice-Chair Moorman, Committee Member Skinner.

5. ADDRESS REQUEST(S) FOR FUTURE AGENDA ITEMS

Albert Torres, City Council Liaison, thanked everyone for attending Spooktacular and the Christmas Tree lighting. He stated that the work done on the resource guide was excellent, and he was able to use it this week for one of the Fallon medical providers to obtain medical transportation for a Fernley resident to Fallon. He also stated that he has been in contact with Committee Member Callahan in regards to working with another entity in town for a Senior Angel Tree. There has been no response at this time.

Committee Member Holley reminded everyone of the Menorah lighting on Monday, December 11 at 5:00.

Committee Member Lisa Callahan stated that the Senior Center is having their Christmas luncheon on December 22, 2023.

6. PUBLIC FORUM

None

7. ADJOURNMENT

There being no further business to come before it, the Fernley Senior Citizens Advisory Committee meeting adjourned at 10:24 am.

Approved by the Fernley Senior Citizen Advisory Committee on February 9, 2024 , by a vote of:

AYES 6 NAYS: 0 ABSTENTIONS: 0 ABSENT: 0

Jacqueline C. LaVoie Kim Swann
Chair Jacqueline LaVoie ATTEST: