

**MINUTES OF THE  
FERNLEY SENIOR ADVISORY COMMITTEE MEETING  
JUNE 14, 2024**

**1. INTRODUCTORY ITEMS**

**1.1. Pledge of Allegiance**

**1.2. Roll Call**

**Present:** Chair Jacqueline LaVoie, Vice Chair Denise Moorman, Committee Member Sharon Holley, Committee Member Lisa Callahan, Committee Member Debbie Skinner, Management Analyst Casey Kasten, Councilman Albert Torres, Public Works Director Barry Williams, Deputy City Clerk Brenda Gosser, Administrative Specialist I Sandy Harris.

**1.3. Public Forum**

None at this time.

**1.4. (For Possible Action) Approval of Agenda**

**Motion:** I MOVE TO APPROVE THE AGENDA. **Action:** Approved. **Moved by:** Committee Member Lisa Callahan, **Seconded by:** Committee Member Debbie Skinner. **Vote:** Passed, **Summary:** Yes 5. **Yes:** Committee Member Holley, Chair LaVoie, Vice Chair Moorman, Committee Member Skinner, Committee Member Callahan.

**1.5. (Possible Action) Approval of Minutes**

**Motion:** I MOVE TO APPROVE THE MINUTES FROM THE APRIL MEETING. **Action:** Approved. **Moved by:** Committee Member Sharon Holley. **Seconded by:** Vice Chair Denise Moorman. **Vote:** Passed. **Summary:** Yes 5. **Yes:** Chair LaVoie, Vice Chair Moorman, Committee Member Holley, Committee Member Callahan, Committee Member Skinner.

**2. PRESENTATIONS**

**2.1. Presentation by Fernley Public Works Director on the condition of the Fernley Desert Memorial Garden Cemetery. No Action Requested.**

Barry Williams, Public Works Director, gave a report on the condition of the Fernley Desert Memorial Garden Cemetery. There are no staff assigned to the cemetery. There is not a lot of revenue and fees collected to be able to sustain employees. The cemetery is operated and maintained by the park staff and facility staff. There is about \$50,000.00 per year to operate and maintain the facility. Recently a new gazebo was erected, and a lot of curbing work was completed. The rest of the funds are for utilities, supplies and chemicals. The staff's responsibility is oversight of interments, site maintenance and ground-keeping. We do mark-out and observe the interment and recordkeeping. The ongoing challenge is vegetation. Unfortunately, there is not a dedicated groundskeeper. The parks and facility staff do get out there about 4 to 6 times per year. We rely heavily on volunteer staff and members of the community. The city does maintain the main walkways and remove vegetation around the grave markers and around the grave sites themselves. Our organization prevents staff from

maintaining the actual grave site. We rely on family members and volunteers to help maintain the actual grave sites.

Jacqueline LaVoie, Chair, wanted clarification that it is up to the deceased's family and friends to maintain the actual grave site by removing items from the grave. She also asked if there are rules or guidelines on what people can leave on the graves and how long things can be left.

Denise Moorman, Vice Chair, inquired about whom to contact at the city to coordinate volunteers.

Debbie Skinner, Committee Member, asked who sells the plots and about the City's Cleanup days and having one maybe once or month or a quarter. She would also like to see about putting a Sextant out at the cemetery, so there is someone out there that is accountable.

Barry Williams, Public Works Director, stated that the City staff is not allowed to remove items and that there is no time limit as far as how long things can be left on the grave site. It will require an ordinance to change the internal policies. The issue runs into standardized maintenance. If there was a dedicated staff member on site to be able to ensure that those things do take place, then we probably could do that. The department is short-staffed and, because of the budget, we're limited in what we can do at this point. Public Works administrative assistant is usually the one that gathers the information together as far as time and that type of work. We work together whenever a group comes to us and wants to serve the community in any way, whether it be in our cemetery, parks or some of our other facilities.

Councilman Albert Torres suggested that the SCAC put something together in writing with ideas, wants and desires and then share that with Mr. Williams. Then they can work together on bringing something forward to City Council on the change in the ordinance. There are going to be some limitations on what you can or can't do as far as how often it gets cleaned up, how long you can keep things out there, but other than that, this document can look like anything you want, so don't be afraid to look at different ideas.

Sharon Holley, Committee Member, and Debbie Skinner, Committee Member, will meet with Barry Williams and Albert Torres once ideas have been submitted to them.

## **2.2. Presentation by the Rotary Club of Fernley to provide information on their organization.**

Lisa Callahan, Committee Member, stated that the Rotary Club will present in August.

## **2.3. Presentation by 1 Care Hospice about their hospice and palliative care services available to Fernley.**

Megan & Rachel with 1 Care Hospice presented. 1 Care is a new hospice agency in Fernley. Besides home health, they provide palliative care services.

Chair Jacqueline LaVoie stated that she or Vice-Chair Denise Moorman would reach out to them to get more information to put in the next newsletter.

### 3. GENERAL BUSINESS

#### 3.1. (For Possible Action) Discussion and approval to revise and reprint new FSCAC Senior Resource Guides.

Casey Kasten, Management Analyst, stated that 6 months ago a total of 250 resource guides were ordered and they have run out. He presented a quote from the same printer along with a quote for different variations, a standard trifold, a larger trifold, and then the standard 4 panel pamphlet, along with changes to the graphic design.

Chair Jacqueline LaVoie asked the committee if they wanted to have the trifold or were they good with the current guide, which is 8 1/2 x 11.

Debbie Skinner, Committee Member, stated that for the same dollar amount, the large trifold would allow having a little larger print.

Lisa Callahan, Committee Member, stated that the smaller standard would make more sense if you wanted to be able to slip it into a pocket or a purse for easy reference.

Vice-Chair Denise Moorman stated if they are going to look at doing something different, with the standard trifold which is smaller, they could print more.

Chair Jacqueline LaVoie stated that the responses she has had have been positive. They like the lay-out, and it is easy to follow and comprehensive.

Sharon Holley, Committee Member, stated she likes it the way it is.

**Motion:** I MOVE TO ORDER 500 COPIES NOT TO EXCEED \$720.00, DENISE AND CASEY WILL MAKE THE FEW REVISIONS. **Action:** Approved. **Moved by:** Chair Jacqueline LaVoie, **Seconded by:** Committee Member Lisa Callahan. **Vote:** Passed. **Summary:** Yes 5. **Yes:** Chair LaVoie, Vice Chair Moorman, Committee Member Holley, Committee Member Callahan, Committee Member Skinner.

#### 3.2. (For Possible Action) Update and discussion on the progress of organizing, and setting a budget for, the FSCAC's annual participation in the Fernley Fourth of July event.

Casey Kasten, Management Analyst, presented a "shopping cart" similar to what was purchased for the 2023 4th of July. It is approximately \$50 per box for 250 pieces per box.

Sharon Holley, Committee Member, stated that last year they were set up by noon and stayed until 3:00.

Albert Torres, Councilman, stated that public works will have one of the parks employees set up for the committee.

**Motion:** I MOVE TO APPROVE PURCHASING 4 BOXES OF FOURTH OF JULY ITEMS. **Action:** Approved. **Moved by:** Committee Member Sharon Holley, **Seconded by:** Jacqueline LaVoie. **Vote:** Passed. **Summary:** Yes 5. **Yes:** Chair LaVoie, Vice-Chair Denise Moorman, Committee Member Holley, Committee Member Callahan, Committee Member Skinner.

### **3.3. (For Possible Action) Update and discussion by FSCAC members on the progress of organizing a Senior Expo in 2024**

Lisa Callahan, Committee Member, reported that at the last meeting there was discussion about talking to the ACES about using the Community Center, and then there was a fire that afternoon, so that came off the list. There was a conversation with Jennifer at the Senior Center about what it would take to do something at the Senior Center. There are two choices: (1) is to use the building after hours or on the weekends, and (2) to piggyback on their Health and Wellness Fair next May.

Jacqueline LaVoie, Chair, stated that she likes joining the Senior Center at their Health & Wellness Fair.

Albert Torres, Councilman, suggested that they get on board with the marketing and advertising. Take that opportunity and SCAC, City of Fernley, and lead in the advertising, with their input, and make it look like what we want it to look like with good advertising and good marketing.

Jacqueline LaVoie, Chair, would like to put this on the agenda for further discussion at next month's meeting after Lisa Callahan reports back.

## **4. ITEMS REQUESTED BY COMMITTEE MEMBERS**

### **4.1. Subcommittee report on the proceedings of the Ice Cream Social held at the Senior Center On May 21st, 2024.**

Sharon Holley, Committee Member, stated that the ice cream social went very well. She suggested for next year to stick with Steve's ice cream. She stated that he would be willing to donate some, and the committee could purchase the rest from him.

Debbie Skinner, Committee Member, stated the committee should do some type of appreciation for Steve's Ice Cream. She suggested using one of the photos taken at the event and printing it on a certificate showing their appreciation.

Casey Katen, Management Analyst, stated that he would take the photo and turn it into something.

Albert Torres, Councilman, asked to have the picture put in the newsletter.

### **4.2. Subcommittee report on attending the Nevada Aging & Disability Services Division Conference in April 2024.**

Lisa Callahan, Committee Member, stated that she attended 6 workshops over 2 days. She gave a brief description of the workshops relating to social determinants of health and implications for aging in Nevada, suicide prevention (Northern Regional Behavioral Health & NV Rural Hospital Partners), and regional workgroups (rural counties). Nevada ranks 49 out of 50 for services for the elderly and disabled. The Governor has a commission on aging and does appoint members to a commission on aging.

Denise Moorman, Vice-Chair, asked if there was a Senior Advocate or a lobbyist in the state Legislature. She would also like to see this in the newsletter to keep seniors and family updated on changes.

Albert Torres, Councilman, suggested putting Senator Robin Titus and Assemblyman Greg Konig's contact information in the newsletter so our seniors know that they can reach out, and they can advocate on their behalf. The Governor's Committee on Aging is also pushing agendas that are being pushed by the citizens and that's been successful in the 1st session. He also stated that he would get contact information for Western Nevada Nami.

**4.3. (For Possible Action) Discussion regarding creating a rotating schedule of FSCAC members to attend the Senior Center lunches for outreach efforts.**

Jacqueline LaVoie, Chair, suggested they each pick one day a month to go to the Senior Center for lunch for outreach efforts by just talking and having casual conversations. There will be no set schedule.

**5. ADDRESS REQUEST(S) FOR FUTURE AGENDA ITEMS**

Jacqueline LaVoie, Chair, stated that there will be an update on the Senior Expo, more information about the cemetery and the Rotary returning.

Debbie Skinner, Committee Member, stated that when they did the health and wellness they talked to Shelley Edward and Shannon about presenting. The North Lyon Fire District offers a vital kit that you put magnetically on your fridge, and it has a list of medicines in there, so we might want to reach out to them and see if they can share that information and present it.

**6. PUBLIC FORUM**

John Reichlein thanked the committee for all their hard work. He stated that he enjoys the newsletters when he gets them in his water bill. He would like to see more information on hospice.

**7. ADJOURNMENT**

There being no further business to come before it, the Fernley Senior Citizens Advisory Committee meeting adjourned at 10:39 am.

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

AYES 5 NAYS: 0 ABSTENTIONS: 0 ABSENT: 0



Chair Jacqueline LaVoie



ATTEST:

