

JF McCullar, Chairman  
Jacqueline LaVoie, Vice-Chair  
Thomas Burrous, Board Member  
Sherryl Wheeler, Board Member  
Sharon Holley, Board Member

**FERNLEY SENIOR CITIZEN  
ADVISORY COMMITTEE  
MEETING AGENDA**

Fernley City Hall  
595 Silver Lace Blvd. • Fernley, NV 89408  
Phone: (775) 784-9830 • Fax (775) 784-9839

**FSCAC Meeting Date: January 14, 2022  
9:00 AM**

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/81109739688>

Or One tap mobile: US: +12532158782

Or Telephone: 1 669 900 9128

Webinar ID: 811 0973 9688

International numbers available:

<https://us02web.zoom.us/u/kbL9ZK8TpB>

*The Chairman reserves the right to hear agenda items out of order, combine two or more agenda items for consideration, or remove an item from the agenda or delay discussion relating to an item on the agenda at any time. All items are action items unless otherwise noted.*

Time Certain: Time certain designates a definite time for the start time of that item. The time certain item may NOT begin earlier than the designated time certain. It may begin later than the designated time, but not earlier.

9:00a.m. OPEN MEETING – PLEDGE OF ALLEGIANCE

**Chairman's statement:** "To avoid meeting disruptions, please place cell phones in the silent mode or turn them off during the meeting. Thank you for your understanding."

**1. INTRODUCTORY ITEMS**

1.1. Roll Call

1.2. Public Forum

This is the portion of the meeting devoted to the Public. The Public may comment on any matter that is not specifically included on the agenda as an action item. Items not included on this agenda cannot be acted upon other than to place them on a future agenda. If you wish to comment you can do so in person at the meeting or use the Raise your Hand feature in Zoom (\*9 if you are participating via phone). Public comments are limited to three (3) minutes, please avoid repetition. The Chair may, at his discretion, hold comments until the second Public Forum at the end of the meeting. Public

Comments submitted prior to 4:00 pm the day before the meeting will be provided to Committee Members and added to the record but will not be read during the live meeting. Comments received after 4:00pm the day before the meeting will be added to the record but may not reach Committee Members before action is taken.

1.3. (For Possible Action) Approval Of The Agenda

1.4. (For Possible Action) Approval of the Minutes from November 10, 2021

Documents:

[2021.11.10 FSCAC MINUTES.PDF](#)

2. REPORTS This item is for various public entity representatives to provide general information to the Council and public. No Action will be taken.

2.1. Reports by City Staff, Committee Members and the Committee Chairperson.

3. Discussion and Possible Action on a presentation to review the services provided by Community Chest within the City of Fernley.

4. Presentation: Fernley Senior Citizen Safety - No Action

5. (For Possible Action) Possible Discussion and Adoption of Resolution #22-005 amending the Senior Citizen Advisory Committee By-laws.

Documents:

[2022.01.14 SCAC STAFF REPORT - RESOLUTION NO 22-005 SUBCOMMITTEES.PDF](#)

[2022.01.14 DRAFT RESOLUTION 22-005 AMENDING SCAC BYLAWS.PDF](#)

6. (For Possible Action) Possible Discussion and Action to establish subcommittees and appointments to the subcommittees by the Chairperson.

Documents:

[2022.01.14 SCAC STAFF REPORT - ESTABLISH SUBCOMMITTEES AND APPOINTMENTS.PDF](#)

7. (For Possible Action) Discussion and Approval of the Committee's Next Scheduled Meeting

8. Address request(s) for future agenda items

9. Public Forum

This is the portion of the meeting devoted to the Public. The Public may comment on any matter that is not specifically included on the agenda as an action item. Items not included on this agenda cannot be acted upon other than to place them on a future agenda. If you wish to comment you

can do so in person at the meeting or use the Raise your Hand feature in Zoom (\*9 if you are participating via phone). Public comments are limited to three (3) minutes, please avoid repetition. The Chair may, at his discretion, hold comments until the second Public Forum at the end of the meeting. Public Comments submitted prior to 4:00 pm the day before the meeting will be provided to Committee Members and added to the record but will not be read during the live meeting. Comments received after 4:00 pm the day before the meeting will be added to the record but may not reach Committee Members before action is taken.

#### **ADJOURNMENT.**

This notice and agenda is being posted before 9:00 a.m., 1/11/2022 in accordance with NRS 241.020 at the following locations: [www.cityoffernley.org](http://www.cityoffernley.org), <https://notice.nv.gov>; North Lyon County Fire Protection District, Lyon County Human Services 105 Lois Lane; Fernley Swimming Pool 300 Cottonwood Lane; Fernley Post Office 315 E Main Street; and Fernley City Hall, 595 Silver Lace Blvd. To obtain supporting material for this agenda please visit the City of Fernley website at [www.cityoffernley.org](http://www.cityoffernley.org) or contact Kim Swanson, City Clerk, inside City Hall at 595 Silver Lace Blvd, Fernley, NV 89408, email [cityclerk@cityoffernley.org](mailto:cityclerk@cityoffernley.org) or call (775) 784-9830. Notice to persons with disabilities: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify Fernley City Hall, at least 24 hours in advance at (775) 784-9830 or email [cityclerk@cityoffernley.org](mailto:cityclerk@cityoffernley.org)

# Fernley Senior Citizen Advisory Committee

## Meeting Minutes

November 10, 2021

Chair JF McCullar called the meeting to order at 9:02 AM.

### 1. INTRODUCTORY ITEMS

#### 1.1. Roll Call

**Present:** Chair JF McCullar, Vicechair Jacqueline LaVoie, Committee Member Sharon Holley, Committee Member Sherryl Wheeler, Committee Member Tom Burrous, Assistant to the City Manager Trisha Conner, City Attorney Brandi Jensen, Deputy City Attorney Aaron Mouritsen, Deputy City Clerk Brenda Gosser

#### 1.2. Public Forum

There were none.

#### 1.3. (For Possible Action) Approval of The Agenda

**Motion:** MOVE TO APPROVE THE AGENDA. **Action:** Approve, **Moved by** Vicechair Jacqueline LaVoie, **Seconded by** Committee Member Sherryl Wheeler, **Vote:** Motion carried by vote (**summary:** Yes = 5). **Yes:** Chair JF McCullar, Vicechair Jacqueline LaVoie, Committee Member Sharon Holley, Committee Member Sherryl Wheeler.

#### 1.4 (For Possible Action) Approval of Minutes

Tom Burrous Committee member noticed that item #6 Public Forum the meeting was adjourned 10:56 PM though it should read 10:56 AM.

Chair JF McCullar stated the Minutes showed an incorrect date of Wednesday, October 12<sup>th</sup>.

**Motion:** MOVE TO APPROVE THE MINUTES AS AMMENDED. **Action:** Approve, **Moved by** Committee Member Sherryl Wheeler, **Seconded by** Committee Member Tom Burrous, **Vote:** Motion carried by vote (**summary:** Yes = 5). **Yes:** Chair JF McCullar,

Vicechair Jacqueline LaVoie, Committee Member Sharon Holley, Committee Member Sherryl Wheeler.

**2. (For Possible Action): Discussion and Possible Action to Amend Resolution #21-011 By-Laws for the Senior Citizen Advisory Committee.**

Trisha Connor Assistant to the City Manager explained the resolution for the By-Laws and how committee members' terms are staggered.

**Motion:** MOVE TO APPROVE THE BY-LAWS WITH THE ADDITION OF THE 2 MEMBERS THAT HAVE 1 YEAR TERMS AND THE THREE THAT HAVE 2 YEAR TERMS. **Action:** Approve, **Moved by** Committee Member Sharon Holley, **Seconded by** Committee Member Jacqueline LaVoie, **Vote:** Motion carried by vote (**summary:** Yes = 5). **Yes:** Chair JF McCullar, Vicechair Jacqueline LaVoie, Committee Member Sharon Holley, Committee Member Sherryl Wheeler.

**3. Presentation, discussion and possible action on the goals, mission & vision of the City of Fernley Senior Citizen Advisory Committee including, but not limited to the following topics:**

- A. Lyon County Human Services, Senior Services Division presentation**
- B. Possible Senior Citizen Advisory Committee Projects & Ideas - What are other SCAC doing?**
- C. SWOT Analysis**
- D. Goals, mission and vision for the Senior Citizen Advisory Committee.**

Trish Connor Assistant for the City Manager introduced the presentation and presenter Rebecca Williams from Lyon County Senior Services.

Rebecca Williams Lyon County Senior Services Program Director presented stating there are 4 locations in Lyon County that provides senior services such as caregiver support services that offers a caregiver training course about caring for those with dementia, as well as support for older caregivers taking on the role of parents again. She mentioned there are resources such as ADRC available to help people apply for support programs including SNAP benefits enrollment and energy assistance programs that reduce water bills and reduced Waste Management fees. These programs would also have case management support to ensure at least one visit would occur every month for someone with cognitive challenges. There is a new program available for hard-of-hearing and deaf services. Homemaker services are also available to maintain cleanliness in the home.

Meal delivery services are available and include check-ins with the recipient to make sure they are doing well. The transportation program has hired another driver to service Lyon County with more routes. Dementia friendly Lyon County information is available online at [dementiafriendlynevada.com](http://dementiafriendlynevada.com). The Fernley Senior Center has community rooms available for meeting, conferences, classes and many more activities.

Trisha Connor Assistant to the City Manager informed the committee that there is a section on the City of Fernley website dedicated to the Senior Citizen Advisory Committee that gets updates about the schedule and activities of the Committee. She proposed to include more information on that page to better inform and engage the community. The city of Sparks publishes a newsletter for their citizens so the city of Fernley may consider doing the same to increase outreach. An annual Senior Fest could be implemented to provide information and assistance for senior services and promote senior connectivity. The City of Fernley can put out a survey to the community about which services are needed in the community. She summarized the different services provided by the City of Fernley and the different departments. The SWOT analysis showed that the strengths and weakness are internal in the city such as the strength of knowledgeable, experienced committee members and a weakness of a poor flow of communication. Opportunities were shown as having a community with high volunteer spirit with a threat example being the Covid-19 Pandemic. This report can help maximize the strengths and mitigate the weaknesses for the city. Trisha requested to know what the committee sees an internal strength.

Committee member JF McCullar felt a strength was the willingness people have in this community to help each other of all ages. Another strength noted was the ability to bring different elements of the community together to help each other.

Committee member Tom Burrous said one strength is the Lyon County services for the City of Fernley.

Trisha Connor Assistant to the City Manager said this Committee itself is a strength.

Tom Burrous committee member thought the ability to connect with the seniors in the area is a weakness because not everyone in that community uses social media.

Committee member JF McCullar noted a major weakness is a lack of knowledge surrounding retirement and medical care for seniors. He expressed there isn't a clear

understanding of what steps need to be taken when one retires such as looking at social security.

Sherryl Wheeler mentioned that not all seniors go to the senior center to help guide them in those processes JF McCullar spoke of and agreed it is difficult to know what to do.

Committee Member Jackie LaVoie added that it is important to help make the senior community aware of the different utility programs that can reduce cost for fixed income seniors. It is a weakness that many do not know about it.

Trisha Connor Assistant to the City Manager presented an opportunity for the Committee which would be to publish the weaknesses mentioned to bring vital information to the Seniors of Fernley.

JF McCullar contributed an opportunity where we can establish a process so the seniors can ask for help. He went on to add that partnerships should be established within the community for senior citizens to reach out to. The high school could offer an opportunity for community service to the seniors.

Jaqueline LaVoie identified an opportunity to educate the seniors on how to identify different types of scams that perhaps the high school could assist with.

Councilman Albert Torres sited the Senior Advisory Committee as an opportunity and suggested they have the state head of cyber security to present to the seniors. Perhaps post notices of the presentations around town.

Trisha Connor Assistant to the City Manager added that there was a Medicare meeting held at Roundtable and saw an opportunity in expanding those meeting with a larger venue and providing more outreach for meetings such as that.

Rebecca Williams Lyon County Senior Services Program Director said they could model the help system for seniors after their mental health programs to decrease the stigma of asking for help. It would be a great opportunity to partner with senior center for those programs and outreach.

Susan Lopez offered the idea of bringing high school students and seniors back together at the library where there is public computer access to educate them about social media or other technological questions.

Committee member Jaqueline LaVoie would like to see volunteer opportunities such as that expanded to all community members, not just high school students.

Tom Burrous wanted to add that the Fernley Pool is a great resource for the seniors. Outreach about the pool could be another opportunity.

Trisha Connor Assistant to the City Manager read the mission of the Senior Citizen Advisory Committee which is to provide an informational resource to senior citizens on matters of concern to those citizens and promote volunteer programs for the benefit of senior citizens. She asked if any changes should be made.

Jaqueline LaVoie voiced a concern about the term “volunteer” in the mission statement. Councilman Albert Torres agreed and suggested that the word “volunteer” be struck from the statement.

Tom Burrous committee member contributed the vision that Northern Nevada would be looking to Fernley as the place to live for seniors and be a senior friendly community.

Jaqueline LaVoie committee member said her vision would be that everyone in the community would be aware of the existence of the committee and all of the opportunities inscribed in the mission statement.

Trisha Connor Assistant to the City Manager asked for future goals of the committee.

JF McCullar saw a goal to create a system to get more information out to the senior citizens about services.

Tom Burrous set a goal to collaborate with community members of businesses to help disperse information.

Susan Lopez offered a goal of local businesses in Fernley to have brochures available of local businesses and doctors’ offices for Seniors to easily access.

JF McCullar added the goal to partner with local government agencies that offer services to the seniors to promote their available services.

**Motion:** MOVE TO APPROVE THE GOALS AS WRITTEN. **Action:** Approve, **Moved by** Committee Member Sherryl Wheeler, **Seconded by** Committee Member Tom Burrous **Vote:** Motion carried by vote (**summary:** Yes = 5). **Yes:** Motion carried by vote (**summary:** Yes = 5). **Yes:** Chair JF McCullar, Vicechair Jacqueline LaVoie, Committee Member Sharon Holley, Committee Member Sherryl Wheeler.

#### **4. Address request(s) for future agenda items**



Jaqueline LaVoie wanted to talk about the public forum section that listed a 4 pm deadline to read comment while there is not yet a specific time, so that must be modified per meeting.

JF McCullar said the seniors are reluctant to go out in public for events and suggested a safety presentation could be warranted as a future agenda item.

Councilman Albert Torres suggested he could reach out to the Sherriff's office to give a presentation to the Seniors in Fernley.

**Motion:** MOVE TO SET THE FUTURE MEETING ON FRIDAY, JANUARY 14, 2022, AT 9 AM. **Action:** Approve, **Moved by** Committee Member Tom Burrous, **Seconded by** Committee Member Jaqueline LaVoie **Vote:** Motion carried by vote (**summary:** Yes = 5). **Yes:** Motion carried by vote (**summary:** Yes = 5). **Yes:** Chair JF McCullar, Vicechair Jacqueline LaVoie, Committee Member Sharon Holley, Committee Member Sherryl Wheeler.

## 5. Public Form

Susan Lopez wanted to thank the volunteers that helped staff the food bank during the pandemic. She would like to see a long-term bus system for low-cost transportation.

AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_ ABSTENTIONS: \_\_\_\_\_ ABSENT: \_\_\_\_\_

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Chair JF McCullar

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ATTEST:



# CITY OF FERNLEY

## SENIOR CITIZEN ADVISORY COMMITTEE AGENDA REPORT

**Meeting Date: January 14, 2022**

**REPORT TO:** Committee Chairperson and Members  
**REPORT BY:** Trisha Conner, Assistant to the City Manager  
**REVIEWED BY:** Daphne Hooper, City Manager  
**REVIEWED BY:** Brandi Jensen, City Attorney

**FINANCIAL IMPACT:**

Yes:  No:

**CURRENTLY BUDGETED:**

Yes:  No:

**FUND/ACCOUNT:**

N/A

**ACTION REQUESTED:**  Consent  Ordinance  Resolution  Motion  Receive/File

**AGENDA ITEM: Staff Report (For Possible Action): Possible Action to amend the By-laws of the Senior Citizen Advisory Committee.**

**Agenda Item Brief: Staff is proposing to include subcommittees in the by-laws and possibly make other amendments to the By-laws of the Committee as proposed by Committee members. The City of Fernley Senior Citizen Advisory Committee By-Laws may be amended by the Committee as deemed necessary by a majority vote of the Committee members.**

**Recommended Motion:**

**"I move to adopt Resolution #22-005 amending the Senior Citizen Advisory Committee By-laws as proposed."**

**Business Impact (per NRS Chapter 237):**

- A Business Impact Statement is Attached.
- A Business Impact Statement is not required because this is not a rule (term excludes vehicles by which legislative powers are exercised under NRS Chapters 271, 278, 278A, or 278B).

**See attached report for background, analysis, alternatives.**

**ALTERNATIVES:**

The Committee may:

- Request additional information and/or change the proposed bylaws.

**BACKGROUND:**

At the Committee’s meeting in November 2021, working subcommittees were discussed. Staff is proposing amending the Senior Citizen Advisory Committee By-laws to include an article on subcommittees. Staff proposes the following:

Article IV – Subcommittee:

Section 1. The Committee may create such subcommittees as it deems necessary to adequately assess and evaluate issues coming before it and affecting the city. The Committee may appoint the members of any subcommittee, declare the scope of their activities, and determine a deadline for the completion of their assigned tasks. The Chairperson can submit recommendations for appointment to be confirmed by majority vote.

Section 2. Subcommittee reports shall be voted on by the Committee membership, as needed. Subcommittee action may be included in update reporting by the Chairperson to the Fernley City Council.

Staff will track subcommittees and assist as needed.

The City of Fernley Senior Citizen Advisory Committee By-Laws may be amended by the Committee as deemed necessary by a majority vote of the Committee members.

**FINANCIAL IMPLICATIONS:**

None

**ATTACHMENTS:**

Draft Resolution #22-005

**CITY OF FERNLEY  
SENIOR CITIZEN ADVISORY COMMITTEE  
RESOLUTION NO. 22-005**

**RESOLUTION AMENDING THE SENIOR CITIZEN ADVISORY COMMITTEE  
BYLAWS**

WHEREAS, the Fernley City Council established a Senior Citizen Advisory Committee to advise the Council on issues relating to senior citizens and to provide an informational resources for senior citizens; and,

WHEREAS, the purpose of the committee is to advise the City Council on matters relating to senior citizens; to provide an informational resource to senior citizens on matters of concern to senior citizens; and to promote volunteer programs for the benefit of senior citizens; and,

WHEREAS, the committee shall adopt bylaws to govern the proceedings of the committee; and,

NOW, THEREFORE, BE IT RESOLVED by the City of Fernley Senior Citizen Advisory Committee as follows:

**Article I – The Committee:**

Section 1. Name of Committee: The name of the Committee shall be the City of Fernley Senior Citizen Advisory Committee hereinafter referred to as the Committee.

Section 2. Office of the Committee: The office of the Committee shall be the City of Fernley Clerk's Office, 595 Silver Lace Boulevard, Fernley, NV 89408.

Section 3. The purpose of the Committee shall be:

- A. To advise the City Council on matters relating to senior citizens.
- B. To provide an informational resource to senior citizens on matters of concern to senior citizens.
- C. To promote programs for the benefit of senior citizens.

**Article II – Membership**

Section 1. The Committee shall consist of five (5) members who shall be appointed by the City Council. Committee members shall serve at the pleasure of the City Council; therefore, the City Council may remove Committee appointees from the Committee for any reason or for no reason at all.

Section 2. Legal Counsel: The City Attorney's Office shall be the legal counsel for the Committee.

Section 3. Compensation: Members of the Committee shall serve without compensation.

Section 4. Terms of Office: The regular term of office shall be two (2) years. Committee members shall serve a maximum of full two terms, consecutively or non-consecutively.

Section 5. Three (3) unexcused absences from Committee meetings during a calendar year by a Committee member without the approval of the Chair will result in automatic termination of Committee membership.

Section 6. Vacancies: Any vacancy on the Committee shall be filled by appointment by the City Council. Appointments for vacancies other than expiration of term shall be filled by appointment for the remainder of the term.

### **Article III – Officers and Responsibilities**

Section 1. Officers of the Committee: The officers of the Committee shall be a Chairperson, and Vice-Chairperson.

A. Chairperson:

1. Presides over all meetings of the Committee.
2. Calls special meetings of the Committee in accordance with the By-Laws.
3. Signs approved documents as the representative of the Committee such as official letters from the Committee.
4. Insures that all actions of the Committee are properly taken.
5. Preserves order and decorum, prevents attacks on personalities or the impugning of the members' motives and confines member debate to the question under discussion.

B. Vice Chairperson:

1. Presides at any regular or special meetings of the Committee in the absence of the Chairperson; and in the event of the resignation or death of the chairperson, will perform such duties as are imposed on the Chairperson until such time as the Committee shall elect a new Chairperson.

Section 2. Election of Officers:

- A. The Chairperson and Vice-Chairperson shall be elected from among the members of the Committee by a simple majority vote at the first regular meeting of the Committee after September 30th of every year, if necessary.
- B. They shall hold office for two (2) years or until their successor(s) are elected and qualified.
- C. Any office may be re-elected.
- D. Following the election, the gavel shall pass to the officers at the existing meeting of the Committee.

### **Article IV – Subcommittee:**

Section 1. The Committee may create such subcommittees as it deems necessary to adequately assess and evaluate issues coming before it and affecting the city. The Committee may appoint the members of any subcommittee, declare the scope of their activities, and determine a deadline for the completion of their

assigned tasks. The Chairperson can submit recommendations for appointment to be confirmed by majority vote.

Section 2. Subcommittee reports shall be voted on by the Committee membership, as needed. Subcommittee action may be included in update reporting by the Chairperson to the Fernley City Council.

### **Article V – Meetings**

#### Section 1. Meetings:

- A. The City of Fernley Senior Citizen Advisory Committee shall meet regularly, at least quarterly at a date, time and place to be established by the Committee. Committee meetings shall be open to the public and written meeting minutes shall be maintained and made available to the public upon approval of the minutes by the Committee. Noticing and posting of the agenda shall follow the open meeting law as set forth by NRS.
- B. Special meetings may be called by the Chairperson when deemed necessary. Members of the Committee shall be notified at least three (3) days prior to the Special meeting. Special meetings shall be noticed and agendaized pursuant to the Open Meeting Law.

Section 2. Quorum: Three members shall constitute a quorum and shall be empowered to conduct Committee business. In the event when Chair and Vice Chair absent at the meeting, Committee will choose a member of the Committee to preside over the meeting.

#### Section 3. Public Rights

- A. Manner of Addressing the Commission: Time Limit: Each person addressing the Committee shall step forward to the microphone, shall give his/her name and address in an audible tone of voice for the record and shall limit his/her address to five (5) minutes, unless further time is granted by the Chairperson. No person, other than the members of the Committee and the person having the floor, shall be permitted to enter into any discussion, either directly or through the members of the Committee. No questions shall be asked of the Committee members, except through the presiding officer. Except during the public comment period, speakers shall limit their presentation to statements and exhibits relevant to the agenda item under discussion and shall avoid undue repetition of points previously presented to the Committee.
- B. Disruptive Behavior: Any person who willfully disrupts a meeting to the extent that its orderly conduct is made impractical may be requested to leave the meeting.
- C. Written Communication: Written information and materials provided by the applicants that pertain to Committee meetings, may be submitted to the Committee staff. All such information and materials shall be received a minimum of three (3) working days in advance of the meeting for distribution to all Committee members.

Section 4. Action Items: In Accordance with the provisions of the Open Meeting Law, all items are for Committee action unless otherwise noted with an on the agenda.

Section 5. Voting: When any vote is called, each member of the Committee shall respond by saying “aye (yes)” or “nay (no)”, or abstain, unless a member requests a roll call vote.

Section 6. Tie vote: Any tie vote shall constitute a technical denial of the motion and may be reconsidered by a motion offered by any member who voted on the matter.

#### **Article VI – Committee Recommendations to Fernley City Council**

Section 1. The Committee may provide, in writing to the City Council, constructive input, guidance or feedback on city programs and initiatives brought before the Committee for discussion.

A. The Committee Chair shall provide an update of the Committee’s activities to the City Council, at least annually.

B. The Committee and their members are not Agents of the City and shall not engage in any activity which attempts to commit the City to expend monies in the form of a contract, new program or service being provided by the City.

C. Formal Committee recommendations to the City Council shall be made in the form of a Resolution and must include a tabulation of the number of members present and number of votes in support and opposition to the motion, along with members’ names.

#### **Article VII – Meeting & Event Visitations**

Section 1. Meeting and Event: Committee members may attend any events that are sponsored by the City of Fernley. Should the Committee members wish to attend they shall ensure that the requirements of the Open Meeting Laws are met.

#### **Article VIII – Amendments of By-Laws**

Section 1. Amendments of By-Laws: The City of Fernley Senior Citizen Advisory Committee By-Laws may be amended by the Committee as deemed necessary by a majority vote of the Committee members.

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FOLLOWS.}

PASSED, APPROVED, AND ADOPTED on the 14<sup>th</sup> day of January 2022 by the following vote of the City of Fernley Senior Citizen Advisory Committee:

AYES:\_\_\_\_\_ NAYS:\_\_\_\_\_ ABSTENTIONS:\_\_\_\_\_ ABSENT:\_\_\_\_\_

By:\_\_\_\_\_ SCAC Chairperson

ATTEST:

\_\_\_\_\_  
City Clerk Kim Swanson

DRAFT





# CITY OF FERNLEY

## SENIOR CITIZEN ADVISORY COMMITTEE

### AGENDA REPORT

Meeting Date: January 14, 2022

<b>REPORT TO:</b>	Committee Chairperson and Members
<b>REPORT BY:</b>	Trisha Conner, Assistant to the City Manager
<b>REVIEWED BY:</b>	Daphne Hooper, City Manager
<b>REVIEWED BY:</b>	Brandi Jensen, City Attorney

<b>FINANCIAL IMPACT:</b> Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/>	<b>CURRENTLY BUDGETED:</b> Yes: <input type="checkbox"/> No: <input checked="" type="checkbox"/>	<b>FUND/ACCOUNT:</b> N/A
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**ACTION REQUESTED:**  Consent  Ordinance  Resolution  Motion  Receive/File

**AGENDA ITEM: Staff Report (For Possible Action): Possible discussion and action to establish subcommittees and appointments to the subcommittees by the Chairperson.**

**Agenda Item Brief: The Senior Citizens Advisory Committee would like to establish subcommittees to work on the goals of the Committee.**

**Recommended Motion:**  
"I move to establish subcommittees for the Senior Citizen Advisory Committee, approve the proposed subcommittees, and approve the subcommittee member appointments proposed by the Chairperson."

**Business Impact (per NRS Chapter 237):**

A Business Impact Statement is Attached.

A Business Impact Statement is not required because this is not a rule (term excludes vehicles by which legislative powers are exercised under NRS Chapters 271, 278, 278A, or 278B).

See attached report for background, analysis, alternatives.

**ALTERNATIVES:**

The Committee may:

- Choose to approve the appointments at another meeting.

**BACKGROUND:**

At the Committee’s meeting in November 2021, working subcommittees were discussed as were goals and projects for the Committee. The SCAC By-laws state the Committee may create subcommittees as it deems necessary to adequately assess and evaluate issues coming before it and affecting the city. The Chairperson may appoint the members of any subcommittee, declare the scope of their activities, and determine a deadline for the completion of their assigned tasks.

**STAFF RECOMMENDATION:**

Staff recommends establishing SCAC subcommittees to work on the goals identified in the SWOT analysis. The goals of the SCAC established November 10, 2021 are:

- Develop and implement an overall public awareness and information strategy regarding the senior citizen community and the senior citizen services.
- Identify and partner with local businesses that service the senior community to help disperse information.
- Develop and implement special events on an annual basis for senior citizens.
- Partner with local government entities who serve the senior population to help promote their senior citizen services available.

**LEGAL IMPLICATIONS:**

Open Meeting Law

**FINANCIAL IMPLICATIONS:**

None

**ATTACHMENTS:**

None