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San José, California 95118
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RETREAT A G E N D A
Thursday, August 13, 2009
9:00 – 3:30

City Hall
Wing - 120
200 East Santa Clara Street
San José, CA 95113

The San José Senior Citizens Commission solicits the presence of all Commissioners at this meeting. **If you are unable to attend, please inform Diane Lindberg or Linda Brewka at (408) 979-7912.** To arrange an accommodation under the Americans with Disabilities Act to participate in this public meeting, please call (408) 979-7913 or (800) 735-2929 (TTY) at least 48 hours before the meeting.

PURPOSE

- To increase the effectiveness of the Commission as a group, and Commissioners as individuals, to carry out the work of the Commission by provided necessary training and planning

PRODUCT

- To get to know each other better and to plan for the upcoming year by Developing goals and objectives, committee assignments and receiving training.

ITEM	WHO
9:00-9:15 Welcome and Introductions Ice Breaker	Lindberg
9:15-10:15 Brown Act Presentation with Q/A Sunshine Rules Presentation with Q/A	Attorney Jordan Zulma Maciel
10:15-10:30 City Clerk Presentation <ul style="list-style-type: none"> • Role of Clerk's Office w Commissions • 	Dennis Hawkins
10:30-10:45 Break (coffee/snack vendor available)	All
10:45-11:00 Template Review <ul style="list-style-type: none"> • Committee Meetings • Committee Minutes • Letters to Mayor and City Council 	Staff

11:00-11:30	Review each Liaison Assignment for Validity <ul style="list-style-type: none">• Does the need still exist for that particular Committee liaison? Review Your Role as a Liaison	Roger Lasson
11:30-12:30	Lunch (provided) <ul style="list-style-type: none">• Ash Kalra, Rose Herrera and Kansen Chu have been invited to drop-by to meet you	All
12:30-1:30	Review Goal and Objectives Establish Additional Targets	Lindberg Frances Jones/Mike Davis
1:30-2:00	Business Meeting (Separate Agenda)	All
2:00-3:15	Sub-Committee Break Out Sessions (determine day, time and location your committee will meet starting in August and set committee goals- End of Year Report provided) <ul style="list-style-type: none">• Health and Safety• Housing and Human Services	Lindberg Larry Saltman Martha O'Connell
3:15-3:30	Sub-Committees Report Out	Saltman/O'Connell
3:30	Wrap Up/Adjournment	All