

Age Friendly Steering Committee Onboarding Process

Thank you for your interest in joining the Age Friendly Steering Committee. This group provides guidance and leadership to the Age Friendly Coalition for Seattle and King County and alignment with other age-friendly work. The Steering Committee is made up of community leaders who plan and lead activities of the Age Friendly Coalition and provide perspective on project prioritization and resource alignment. The Committee is supported by ADS staff and led by two community co-leads.

Prospective Steering Committee members are asked to:

- Arrange a one-on-one with a current Steering Committee member
- Read the packet
 - Intake Form
 - Committee Member Roles and Expectations
 - Overview of Age Friendly Groups and their work
- Attend at least one Steering Committee meetings, which typically take place on 2nd Wednesdays, 10-12, at Seattle Municipal Tower (SMT) and are accessible via Skype.

Membership is voluntary and on a two-year rolling commitment cycle. The intake form should be completed and submitted to Sarah.demas@seattle.gov. Once this form is submitted, the first subsequent Steering Committee meeting will be counted as the member's start date.

Age Friendly Steering Committee Intake Form

Mailing address: PO Box 34215, Seattle, WA 98124-4215
Office address: Seattle Municipal Tower, 700 5th Ave, 51st Fl
E-mail: agefriendly@seattle.gov

Tel: 206-386-4058
Fax: 206-684-0689
Relay: 711

Name: _____

Home address: _____ Zip: _____

Work address: _____ Zip: _____

Day phone: _____ E-mail: _____

The Age Friendly Steering Committee strives for our membership to reflect the populations impacted by our work throughout King County, and to center the voices of people of color, older adults, people with disabilities and caregivers. To help assess this, we ask members to voluntarily disclose the info below.

Race/ethnic background (check all that apply) African American/Black Hispanic/Latinx Asian/Pacific Islander
 Native American White/Caucasian Other _____

Age: 18-25 25-44 45-54 55-64 65-74 75-84 85+

Are you an unpaid family caregiver, or have you been one? Yes No

Do you identify as having a disability? Yes No

Do you require accommodation to participate in Steering Committee meetings? If so, please describe:

Are you participating in the Age Friendly Steering Committee as part of your paid work? Yes No

Is there anything else you'd like us to know about your personal or professional experience or affiliations with other organizations, boards, or councils?

Signature _____ Date _____

If submitting electronically, type your name in the signature line above.

To Submit by mail, print and mail form to Age Friendly Steering Committee, Aging and Disability Services, PO Box 34215, Seattle, WA 98124-4215. To submit via email, send to agefriendly@seattle.gov.

Age Friendly Steering Committee Role and Commitments

The Age Friendly Coalition is a network of stakeholders passionate about aging issues and about making our region a great place to grow up and grow old. It is made up of community members, service providers, members of the business community, and staff from both City of Seattle and King County governments. This group is convened 2-4 times per year at locations around King County for networking and information sharing.

The Age Friendly Steering Committee provides guidance and leadership to the Coalition and alignment with other age-friendly work. The Steering Committee is made up of community leaders who plan and lead Coalition activities and provide perspective on project prioritization and resource alignment. The Steering Committee is supported by City staff and led by two community co-leads:

Steering Committee Purpose

- Provide leadership for the Age Friendly Coalition
- Provide oversight for working groups, projects and related events
 - Align resources and opportunities
 - Ensure accountability to mission and values
- Serve as resources/subject matter experts
- Plan and lead Coalition meetings
- Define operational structure, including member roles

Steering Committee Member Commitment/Role

- Serve two-year term with flexible start and end dates
- Serve as a voice of the Coalition in community
- Actively outreach to grow the Coalition, with an emphasis on representing the geographic, racial and ethnic diversity of our region.
- Actively seek input from and opportunities to partner with individuals and groups with marginalized experiences.
- Participate in one group, board, project or event planning team per year
- Work to stay current on age friendly work locally and to share information and resources with the Steering Committee and Coalition
- Attend 75% of Steering Committee meetings (9/12 each year) in person or via skype.
- Be transparent and open about other roles and interests and disclose any conflicts

Steering Committee Co-Lead Commitment/Role

- Co-lead the Steering Committee for two-year term, with flexibility in start and end dates to ensure knowledge transfer in transition
- Work together with the support of City staff to plan and lead monthly Steering Committee meetings
- Agree to Steering Committee Member commitments

City and County Staff Commitment/Role

- Provide administrative support for Steering Committee and Coalition (meeting notes, facilitation, support with agenda prep, room reservations, coffee/tea/snacks)
- Provide updates on the Age Friendly Seattle Action Plan and associated programming and projects.
- Provide city perspective and direction as needed on resource and alignment decisions.

Meetings

- Age Friendly Steering Committee
 - Meets monthly in downtown Seattle, with an option to call or skype in.
 - Meetings are open to the public but only members can vote.
 - Planned and facilitated by two co-leads, who also serve a 2-year term, with the support of City staff.
 - Agendas are planned by co-leads with support from City staff and will include standing updates on the Age Friendly Seattle Action Plan, Northwest Universal Design Council activities, etc.
- Age Friendly Coalition for Seattle and King County
 - Meets 2-4 times per year
 - Open to all, led by Steering Committee and City staff
 - Focus is on networking, updates on work projects and relevant news, with a learning topic if relevant
 - Meeting location rotates North End, Eastside, South End (can be in Seattle or King County). Preference for locations with parking and transit access.

Overview of Age Friendly Groups 2019-2020

Age Friendly Steering Committee

The Age Friendly Steering Committee provides guidance and leadership to the Age Friendly Coalition for Seattle and King County and alignment with other age-friendly work. The Steering Committee is made up of community leaders who plan and lead Coalition activities and provide perspective on project prioritization and resource alignment. The Steering Committee is supported by City staff and led by two community co-leads.

2019 highlights:

- Conducted a strategic planning and visioning process to build a more empowered, aligned and representative committee.
- Defined member roles and commitments and drafted an assessment, recruitment and onboarding process for new members.
- Planned two convenings of the Age Friendly Coalition, in April and December.
- Analyzed and categorized data gathered at the Age Friendly Coalition's Pike Place Market walking assessment in Fall 2018 in partnership with AARP, Pike Market Foundation and Pike Market PDA.

2020 plans:

- Finalize assessment, recruitment and onboarding process, and recruit additional Steering Committee members.
- Evaluate subcommittees, on hold since mid-2019, and define next steps for committee work around Housing and other areas.
- Plan and coordinate 2-4 gatherings of the Age Friendly Coalition for Seattle and King County.

More info here: agingkingcounty.org/age-friendly-coalition/ or talk to a current co-lead or member!

Contacts: sarah.demas@seattle.gov or maria.langlais@seattle.gov.

Age Friendly Coalition for Seattle and King County

The Age Friendly Coalition is a network of stakeholders passionate about aging issues and about making our region a great place to grow up and grow old. It is made up of community members, service providers, members of the business community, staff from both City of Seattle and King County governments and others. This group is convened 2-4 times per year at locations around King County for networking and information sharing.

2019 highlights:

- April Coalition Gathering, where participants learned about results of Pike Place Market walking audits conducted over 2018 using Stanford University's Discovery Tool smartphone app.

Updates were shared from Coalition members and workgroups reported out on status of their projects.

- December Coalition Gathering!

2020 plans:

- The Coalition will be convened 2-4 times in 2020 for networking, updates and resource sharing.
- Members of the Coalition will support activities of many of the other member groups in their projects and events.
- Add your vision to our 2020 planning by attending an Age Friendly Steering Committee meeting!

Get involved! All gatherings are open to the public. Email agefriendly@seattle.gov to be added to the listserv.

More info: <https://www.agingkingcounty.org/age-friendly-coalition/>

Contact sarah.demas@seattle.gov, maria.langlais@seattle.gov or talk to a Steering Committee member to get involved!

Age Friendly Seattle

Through the work of advocates like the Age Friendly Coalition, in 2016, the City of Seattle joined the AARP network of Age Friendly States and Communities. In 2018, we hired up a team of 3 and submitted our Action Plan, with 86 actions to improve livability for older adults and adults with disabilities over 4 years. Staff support many of the groups in the Age Friendly network, work on Action Plan objectives, and conduct outreach and marketing efforts to raise awareness of aging and disability issues and programs.

2019 highlights:

- Age Friendly Day at the Seattle Sounders on 9/15 was a huge success, planned in partnership with AARP. Attendees' support helped our hometown team win against the New York Red Bulls!
- We held 12 Age Friendly Coffee Hour events, connecting representatives of local government with engaged audiences of older adults. This year, we expanded accessibility by offering a livestream for remote viewing as well as interpretation in Russian, Amharic and Vietnamese.
- The Age Friendly Business program launched goagefriendly.org, a new website with tips and tools for businesses to become more age-friendly employers and service providers, re-branded the Gold Card and FLASH Card programs and began work to expand offerings in our online Discount Directory at <http://seattle.gov/agefriendlydiscounts>.

2020 plans:

- Through expanded partnership with Seattle Public Libraries and their Older Adult Program,
 - Age Friendly Civic Coffee Hours will be held at the downtown library in 2020, expanding our attendance capacity and offering the opportunity to reach new audiences.
 - Age Friendly and SPL will produce a Lifelong Learning Summit in Fall 2020, showcasing organizations who support adults of all ages to keep learning and stay engaged.

- Age Friendly Business hopes to expand offerings in our Discount Directory to include every zip code in Seattle, and is in early planning stages for a public launch event in Spring 2020.
- Age Friendly staff are coordinating with the City of Seattle's ADA program to produce a series of trainings on providing great customer service to older adults and adults with disabilities, as well as an introduction to the network of services available in King County. Trainings will be offered in person and online to all City of Seattle staff who work with the public.

How to get involved: Follow us on Facebook ([@AgeFriendlySeattle](#)) and Twitter ([@agefriendlysea](#)). To learn more, contact brent.butler@seattle.gov, sarah.demas@seattle.gov, or Lenny.orlov@seattle.gov.

URL: <http://www.seattle.gov/agefriendly>

Transportation and Public Spaces Workgroup

Community group supported by ADS and King County staff working to promote accessible and affordable transportation options that keep older adults healthy, safe, and connected to their communities.

2018-2019 highlights:

- Reviewed county-wide health, demographic, and planning data
- Selected Beacon Hill as a focus area for the committee's work
- Conducted walking tours to observe active transportation infrastructure in Beacon Hill
- Began working with IDIC Senior Center on potential pedestrian and bus improvements around their building

2020 plans:

- Assist IDIC in identifying funding for pedestrian and bus infrastructure improvements
- Develop an advocacy toolkit for other organizations serving older adults to make active transportation improvements
- Develop a process toolkit so that this work can be replicated in other parts of King County

How to get involved!

- Monthly meetings are open to the public.
 - Contact mary.snodrass@kingcounty.gov; ckachadoorian@tooledesign.com, or Jon.morrisonwinters@seattle.gov for more info or to be added to the email list.
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Mayors Council on African American Elders (MCAAE)

Council of up to 12 members from diverse professional backgrounds. The commission was created to promote a better quality of life for African American elders in Seattle and King County, by advocating for

accessible, culturally appropriate, and comprehensive programs and services, with a focus on the isolated, frail, and low-income.

2019 highlights:

- March: MCAAE members and African American Elders Program staff provided input on needs and emerging trends among older African Americans in Seattle and King County for the Area Agency on Aging's (AAA) Area Plan planning process. The area plan guides the work of the AAA for the next four years.
- September: Over 80 parents, grandparents and children attended Grandparents Day, produced in partnership with NW African American Museum and AARP.
- October: MCAAE members joined ADS Advisory Council at the annual statewide legislative meeting and the Senior Lobby Conference.
- November: One of 17 co-sponsors of the African American Caregivers Forum: Legacy of Love. Over 100 caregivers and providers attended.

2020 plans:

- Continue advocacy for the development of more extremely affordable housing (30% AMI).
- Advocate for funding a nurse staff position to the African American Elders Program.

Get involved! Contact Karen for more info on upcoming opportunities to engage.

Contact: Karen.Winston@seattle.gov or 206-684-0706

More info: <https://www.seattle.gov/mcaae>

ADS Advisory Council

About:

The Seattle-King County Advisory Council for Aging & Disability Services is a 21-member board appointed by City of Seattle and King County legislators. Members advocate for local, state, and national programs that promote quality of life for older people and adults with disabilities.

2019 highlights:

- Advocated for several aging programs and supports for older adults, including the Long Term Care Trust Act, the national model for long-term care funding.
- Participated in two lobby days in Olympia and was successful in passing most of the council's 2019 legislative priorities. Members met 14 legislators or staff on W4A Lobby day (1/30) and 24 legislators or staff on Senior Lobby Day (2/27).
- Attended the w4a statewide and Senior Lobby conferences in October 2019 to learn about relevant issues in the upcoming legislative session.

2020 plans:

- Will focus on advocacy around increased funding for ADS's Medicare Case Management Program that currently serves 12,000 clients monthly. High caseloads for case managers and low Medicare reimbursements rates threaten the long-term stability of this important program that allows many older adults in King County to age safely in place.

Get involved!

- Monthly meetings are open to the public, and are held most 2nd Fridays, noon -2:00PM, at Seattle Municipal Tower, Room 4050. Email aginginfo@seattle.gov for more info.
- Join the advocacy listserv by sending an email to AgingKingCounty-subscribe-request@talk2.seattle.gov.

Contact: aginginfo@seattle.gov or 206-684-0660

More info: <https://www.agingkingcounty.org/about-us/advisory-council/>

Northwest Universal Design Council (NWUDC)

About:

NWUDC promotes universal design principles through educational forums and other activities, with a focus on the built environment and social environments. Our Steering Committee meets monthly and we welcome guests and new members.

2019 highlights:

- May 2019 Forum on Planning Accessible Meetings and Events, including a panel presentation by people with disabilities sharing their experiences attending and planning events. Video courtesy of Seattle Channel: <https://www.youtube.com/watch?v=aEe7dhB48Yw&feature=youtu.be>.
- August 2019 Doorway to Inclusion installation at Seattle Design Festival Block Party. In partnership with WA Assistive Technology Program (WATAP), our team built a freestanding entryway with universal design and "smart home" features, and demonstrated assistive tech.
- Held two networking happy hours at design showrooms.

2020 plans:

- February 2020 Forum on Pedestrian Wayfinding, with SDOT, King County Mobility Coalition and other partners.
- July-August 2020 Multiple events in planning stages to celebrate 30th anniversary of the Americans with Disabilities Act, including participating in Seattle Design Festival.

Get involved!

- Attend a monthly Steering Committee meeting. Contact Jon or Sarah for info.
- Join our listserv to stay informed of news and events: <http://www.seattle.gov/lists/nwudc.htm>

URL: www.environmentsforall.org.

Contact Sarah.demas@seattle.gov or jon.morrisonwinters@seattle.gov for more info.

King County Mobility Coalition

About:

Community group supported by Hopelink's Mobility Management team, that works to and make it easier for people to get around in King County through building partnerships, raising community awareness around mobility options and issues and education and advocacy.

2019 highlights:

- Inclusive Planning grant to evaluate how older adults, people with disabilities and caregivers find and secure transportation.
- Produced a Transportation Needs Assessment for Immigrants and Refugees
- Developed the "Which ORCA Card is Right For Me?" comparison tool

2020 plans:

- Begin implementing the inclusive planning projects, including a regional one-call/one-click system and community transportation navigators.
- Build awareness on the importance of transportation access to healthcare-related appointments
- Update our King County Accessible Travel Map

Get involved!

- Subscribe to monthly newsletters here: <https://www.kcmobility.org/newsletter#Newsletters>
- Quarterly meetings are open to the public. Sign up for more info or contact folks below.

Contact: cgiampietro@hopelink.org or shaber@hopelink.org

More info: <https://www.kcmobility.org/>