

**Senior Services | Aging in Place Task Force  
Housing Working Group Minutes  
February 16, 2022 at 7:00 p.m.  
Meeting 3**

**1. Call to Order**

The Chair called the meeting to order at 7:04 PM.

**2. Roll Call**

Present: Richard Schmitt, Jim Schneider, Susan Clark, Cynthia DeMan, Carol Windorf, Jerry Amber, James Downing, Melinda Loftin, Nancy Robinson,

Absent: Joan Koelsch, Eric Brown

Also in attendance: Rachel Bush

**3. Approval of Minutes from last meeting(s)**

A) [Regular Meeting January 26, 2022](#)

Motion: Cynthia DeMan

Seconded: Carol Windorf

All in favor. The motion passes.

B) [Special Meeting February 3, 2022](#)

Motion: Jim Schneider

Seconded: Cynthia DeMan

One abstention. The motion passes.

**4. Approval of Agenda for tonight's meeting**

Motion:

Seconded:

**5. Meeting Dates (Virtual), Key Results and Objectives:**

- a. January 5<sup>th</sup>, 2022 – get to know each other, review mission/vision and data
- b. January 26<sup>th</sup>, 2022 – establish what we heard from data, special report from Planning Director (master Plan Update, Housing Rehab Program and R.O.S.E.S. funding), and submit proposed Vision statements for Special meeting
- c. February 3<sup>rd</sup>, 2022 – Establish ‘We Envision’ Statement and start thinking about goals for next Regular Meeting and any other ideas of external reports needed.

- d. February 16<sup>th</sup>, 2022 – establish Goals for our domain (Housing) and listen to any other external presentations and think about recommendations to achieve our goals.
- e. March 9<sup>th</sup>, 2022 - start to establish recommendations to achieve our goals
- f. March 23<sup>rd</sup>, 2022- continue to work on recommendations and start to finalize our report
- g. April 13<sup>th</sup>, 2022- finalize our report to the task force

## **6. Discuss idea for “We heard” statement submitted by the Chair**

Vision Statement: We envision a city that identifies opportunities, ideas, and direction for a diversity of housing solutions for the Royal Oak senior community.

Revisions made by the group resulted in the following statement:

From 697 community respondents to our Community Surveys and 135 participants in 7 Focus groups conducted from April 2019 through January 2020 and 67% were age 60 or above.

- Aging in Place: 92% of the respondents say they currently live in single family detached housing. In order to safely age in place, 64% believe they will need to make modifications to their homes. Such modifications include adding grab bars, handrails and non-slip tiles. The next most popular modification was to add/relocate a bedroom, bathroom and/or laundry on the first floor of their home.
- Housing Options: Overall the respondents from the focus groups expressed aspirations for more single floor housing options without stairs that are affordable or exclusive senior or senior assisted living options.
- Services: 83% of respondents said that trustworthy and affordable home repair contractors were very important, 75% of respondents stated that a need for home maintenance support is very or somewhat important to them, and 64% stated that seasonal services like leaf and snow removal for low income and older adults is very necessary.

Original document can be viewed [here](#) on page 12.

## **7. Discuss ideas for Goals to respond to what we heard and to achieve our vision for Royal Oak**

Goals Draft

- Inclusion of the Age-Friendly Community Goals into the next Royal Oak Master Plan update
  - Every 5 years, review the Age-Friendly Community Plan through a public participation process to evaluate implementation of goals

- Require the Master Plan to reflect the need of senior housing in Royal Oak
- Explore establishment of The Village concept in Royal Oak ([Boston Beacon Hill Village](#))
- Fund a full-time permanent position (through grants? ARPA?) at a non-profit to provide these services
  - A coordinator or ombudsman to manage a list of services, home repairs “qualified list” and to assist seniors seeking services
  - [Grantmakers in Aging](#)
  - Incorporate volunteers, students in the grant-writing process
- Develop a list of housing options currently available in Royal Oak
- Identify common solutions to enhancing an existing house for aging in place
  - Create a public-facing checklist based on the [AARP Homefit guide](#), specific to Royal Oak housing needs and desired improvements from the survey
- Develop a program to assess an existing home for aging in place improvements
  - Who will be responsible for coordinating and performing these assessments?
- Explore the feasibility of soliciting RFPs for senior housing in adaptive reuse locations (underutilized spaces, i.e. parking lots, city-owned spaces)

Other resources to explore:

- [Village to Village](#)
- [Confident Living](#)
- [National Institute on Aging](#)
- [AARP Making Room: Housing for a Changing America](#) (for perspective on national trends)
- [National Association of Home Builders, Certified Aging-in-Place Specialists \(CAPS\) Checklist](#)

## 8. Start to think about recommendations to achieve our Goals

## 9. Public Comments

None submitted.

## 10. Adjourn

The meeting adjourned at 8:47 PM.