

Simi Valley Council On Aging (COA) Monthly Meeting

Agenda
Monday, May 11, 2015
1:00 p.m.
Simi Valley Senior Center
3900 Avenida Simi, Simi Valley, CA 93063

1. Call to Order and Pledge of Allegiance

2. Roll Call

3. Agenda Review

4. Approval of Minutes

5. Report of COA Chair

6. Representative Reports

- A. City Council Liaison
- B. Deputy Director/Community Programs & Facilities
- C. Senior Services Manager
- D. Ventura County Area Agency on Aging
- E. Simi Valley Community Council
- F. Simi Valley Transit
- G. Task Force On Homelessness
- H. California Senior Legislature

7. Presentations

- A. Volunteer of the Month
- B. Drought Update

8. Public Statements

This is the time reserved for citizens who wish to make public statements or comments on items within the subject matter and jurisdiction of the COA.

9. Officer, Liaison, Program Manager, and Ad Hoc Committee Reports

- A. Officer Reports
 - 1. Vice Chair
 - 2. Treasurer
 - 3. Corresponding Secretary

Council On Aging Mission Statement

The mission of the Simi Valley Council On Aging, an advisory body elected by senior citizens and appointed by the Simi Valley City Council, is to identify the needs of senior citizens in this community. The Council On Aging serves as an advocate to support programs and services providing seniors with maximum independence, safety, and quality of life.

- B. Liaison and Program Manager Reports
 - 1. Speakers Bureau Program Manager
 - 2. Senior Share Liaison
 - 3. Housing Liaison
 - 4. Lifeline Liaison
 - 5. Meals On Wheels Liaison
 - C. Ad Hoc Committee Reports
 - 1. Dance Committee
 - 2. Expenditure Priorities Committee
 - 3. Wellness Expo Committee
 - 4. Finance Committee
10. Continued Business – None.
11. New Business
- A. Appointment of Antoinette Olson as the Chair of the Speakers Bureau.
 - B. Discussion/Action on the adoption of the COA 2015/16 FY budget.
 - C. Discussion/Action on the allocation of up to \$600 to purchase six enlarged print keyboards for the visually impaired to use in the computer lab.
 - D. Discussion/Action on the allocation of up to \$4,500 to purchase new video projectors.
 - E. Discussion/Action on the allocation of up to \$17,000 to purchase microphones and a new sound mixer.
 - F. Discussion/Action on the allocation of up to \$3,500 to tint the windows on the patio, ceramics, and arts and crafts rooms.
 - G. Discussion/Action on the allocation of up to \$8,000 to install hearing loop systems in Rooms 106/107 and the media room.
12. Announcements of Upcoming Events
- A. Older Americans Month Celebration on May 18, 10:30 a.m. to 1:00 p.m.
 - B. Wellness Expo on May 20, 8:00 a.m. to 12:00 p.m.
13. Suggestions of Agenda Items for the June 8, 2015 meeting
14. Adjournment

/s/
Rob Bruce
Deputy Director/Community Programs & Facilities

If any individual has a disability that may require accommodation to participate in this meeting, please contact the Simi Valley Senior Center at (805) 583-6363. Upon advance notification of the need for accommodation, reasonable arrangements will be made to provide accessibility to the meeting.

DRAFT MINUTES

1. Call to Order and Pledge of Allegiance – Chair Toni Olson called the meeting to order at 1:00 p.m. and led the Pledge of Allegiance.
2. Roll Call – Members present were Jean Cecil, Barbara Durham, Fred Goldberg, Sharon McCann, Toni Olson, Kenneth Sinn, June-Marie von Osinski and John H. Williams.
3. Agenda Review – By consensus of the Executive Board, the agenda was approved as presented.
4. Approval of Minutes - The minutes of March 9, 2015 were approved by a consensus of the Executive Board.
5. Report of COA Chair – Chair Toni Olson announced that the Street Fair will be held on Saturday, May 9. Anyone wishing to volunteer at the COA/Senior Center booth should sign the sheet provided at the back table. She also described the 211 service, which refers citizens to resources throughout the entire county.
6. Representative Reports
 - A. City Council Liaison – Council Member Mike Judge reported that the City Council would be discussing the drought and the proposed water and sanitation increase at their meeting this evening. He also announced that the studio movie theater in the mall is scheduled to open in August. Tickets will cost \$12 per person plus the cost of food, which is a lot less than a similar studio theater in Thousand Oaks. A member asked what stores will be located in the mall. Council Member Judge said he is not allowed to say anything until the leases are signed, which will occur after the construction is complete. Someone asked about Macy's, which owns their two spaces at the mall. Council Member Judge said that due to the price Macy's paid for the buildings when the mall opened and the current value, they will probably not combine the two stores. Council Member Judge informed members that the Kiwanis Club Round Up country music festival event is scheduled for April 18 at the Hummingbird Nest Ranch. He also told members that Simi Valley now has a radio station, 99.1 FM "The Ranch" that plays country music. A member asked if it will be airing public service announcements and he said not at this time. He also encouraged members to visit to COA booth at the upcoming Street Fair.
 - B. Deputy Director/Community Programs & Facilities – No Report.

- C. Senior Services Manager – Laurie Dickinson announced that the Center would celebrate “Senior de Mayo” on May 7 and encouraged members to read the newsletter for more information.
 - D. Ventura County Area Agency on Aging Representative(s) – Toni Olson attended the Senior Nutrition Committee meeting and reported that the Simi Valley Senior Center requested additional funding to serve more meals.
 - E. Simi Valley Community Council – David Kennedy reported that the Council is looking for a more centralized location at which to meet.
 - F. Simi Valley Transit - No Report.
 - G. Task Force On Homelessness – No Report.
 - H. California Senior Legislature – No Report.
7. Presentations
- A. Volunteer of the Month – Laurie Dickinson presented the award to A.J. Hardy for his diligence and efficiency in volunteering and doing so many things at the Senior Center.
 - B. Simi Valley Free Clinic – Fred Bauermeister, Executive Director for the Free Clinic of Simi Valley, gave a presentation about the services that the Free Clinic provides. The Free Clinic concentrates on four areas: medical services, counseling services, legal services, and dental services. The clinic has been in operation since 1971 and is supported by a number of grants and donations. During 2014, the clinic helped over 10,000 individuals. The clinic will soon relocate from its Tapo St. location to the Under One Roof facility on Alamo Street. The services are provided entirely by volunteers and they provided 14,700 service visits in 2014.
 - C. Sanitation Service Rates Increase – Joe Deakin, Assistant Director of Public Works, gave a presentation on why the City is proposing an increase in sanitation rates. He explained the additional funds will allow investment in the system as it is aging and badly in need of repair. There are 400 miles of sewers in Simi Valley and it is less costly to repair an intact sewer than to wait until it fails. Mr. Deakin announced there will be a public hearing on May 4 for the proposed sanitation rate increase. The Public Works Department will also be holding an open house for Simi residents on May 21 and transportation to and from the event will be available from the Senior Center.

8. Public Statements – There were no public statements.
9. Officer, Liaison, Program Manager, and Ad Hoc Committee Reports
 - A. Officer Reports
 1. Vice Chair – Barbara Durham had no report.
 2. Treasurer – Sharon McCann announced that the revenue stream was positive. She explained the various revenue sources and expenses listed on page 7 of the agenda packet.
 3. Corresponding Secretary – Ken Sinn reported that he had responded to a number of seniors and organizations that made donations to the COA.
 - B. Liaison & Program Manager Reports
 1. Speakers Bureau Program Manager - John Williams announced that they will give a presentation and tour to the Rotary Club of Simi Sunset on April 28 at 7:00 p.m. at the Senior Center.
 2. Senior Share Liaison – Joe Beautz reported that volunteers are now distributing 104 bags of groceries per week. He also said they have lost two markets that used to donate food due to store closings but are currently looking for new ones.
 3. Housing Liaison – Judy Pepiot announced that the Runkle Canyon development reduced its senior eligibility requirements from age 62 to age 55.
 4. Lifeline Liaison – No Report.
 5. Meals On Wheels Liaison – Ed Mazeika reported that March deliveries averaged 157 per day for a total of 2,642 meals.
 - C. Ad Hoc Committee Reports
 1. Dance Committee – Jean Cecil reported that there were 60 paid guests in March and 69 in April. She also said that the dance lessons had become very popular.
 2. Expenditure Priorities Committee – Barbara Durham reported that the deadline passed for submitting applications and seven proposals are being considered.

3. Arts & Crafts Fair Committee - Toni Olson complimented Jean Cecil on the outstanding job she did coordinating the rummage sale. She said the event raised approximately \$7,000, which included vendor booths, opportunity basket sales, and the pancake breakfast. She thanked the Rotary Club, the Bring Your Own Crafts Group, and all the volunteers who helped to make the event such a success.
4. Wellness Expo Committee – Barbara Durham reported that 52 tables had been sold so far for the May 20 Expo.
5. Finance Committee – Sharon McCann announced that the committee is preparing the budget for the next fiscal year and it will be presented to members at the May COA meeting for their approval.

10. Continued Business - None.

11. New Business

A. Discussion/Action on the alteration of the patio fountain into a planter.

Rob Bruce, Deputy Director of Community Programs & Facilities, explained to the members that the patio fountain had been out of order frequently in the last several years so the City wanted to know if the seniors would like the fountain converted to a planter or repaired once again.

A motion was made by Barbara Durham and seconded by Fred Goldberg to approve the conversion of the patio fountain into a planter.

Audience	17 Ayes	0 Noes	0 Abstentions
Board	7 Ayes	0 Noes	0 Abstentions

The motion passed.

B. Discussion/Action on the Expenditure Priorities Committee recommending \$6,400 of the \$50,000 in grant requests be allocated towards purchasing equipment for the ceramics classes at the Senior Center.

A motion was made by June-Marie von Osinski and seconded by Barbara Durham to allocate \$6,400 of the \$50,000 in grant requests to purchase equipment for the ceramics classes at the Senior Center.

Audience	17 Ayes	0 Noes	0 Abstentions
Board	7 Ayes	0 Noes	0 Abstentions

The motion passed.

12. Announcements of Upcoming Events
 - A. Senior De Mayo Celebration on May 7, 2015, 10:30 a.m. to 1:00 p.m.
 - B. COA Dance on May 8, 2015, 7:30 p.m. to 10:00 p.m.
 - C. Street Fair on May 9, 2015, 9:00 a.m. to 5:00 p.m.
 - D. Older Americans Month Celebration on May 18, 2015, 10:30 a.m. to 1:00 p.m.
13. Suggestions of Agenda Items for the May 11, 2015 meeting.
14. The meeting adjourned at 2:38 p.m.

Council on Aging
Profit & Loss Budget vs. Actual
 July 1, 2014 through May 1, 2015

	<u>Jul 1, '14 - May 1, 15</u>	<u>Budget</u>
Ordinary Income/Expense		
Income		
4 · Contributed support		
4010 · Individual Contribution	7,186.46	12,054.03
4015 · Business Contribution	2,741.40	4,624.52
Total 4 · Contributed support	<u>9,927.86</u>	<u>16,678.55</u>
5 · Earned revenues		
5310 · Interest-savings/short-term inv	6.45	0.00
5340 · Other investment income	19.96	0.00
5450 · Advertising revenues	2,725.00	2,900.00
5490 · Miscellaneous revenue	22,549.60	12,896.77
5560 · Tickets	18,488.00	11,415.81
5570 · Drawings	2,439.00	951.94
5580 · Table Reservations	13,976.00	8,151.29
Total 5 · Earned revenues	<u>60,204.01</u>	<u>36,315.81</u>
Total Income	70,131.87	52,994.36
Expense		
7200 · Contracted personnel services		
7220 · Musicians & bands	8,475.00	7,849.19
Total 7200 · Contracted personnel services	<u>8,475.00</u>	<u>7,849.19</u>
8100 · Non-personnel expenses		
8110 · Supplies	7,923.85	9,460.32
8112 · Food	917.06	200.00
8115 · MOW Program Expense	1,471.20	10,322.58
8120 · Advertising	0.00	308.06
8125 · Video Rentals	171.90	250.81
8160 · Equip rental & maintenance	4,289.90	3,000.00
8165 · Equipment Purchase	11,116.69	0.00
8170 · Printing & copying	1,165.55	100.00
Total 8100 · Non-personnel expenses	<u>27,056.15</u>	<u>23,641.77</u>
8500 · Misc expenses		
8515 · Grants	1,000.00	500.00
8530 · Membership dues - organization	299.74	300.00
8535 · Participation Fees	40.00	0.00
8545 · Mileage	1,478.40	2,307.42
8590 · Other expenses	4,561.51	2,601.61
Total 8500 · Misc expenses	<u>7,379.65</u>	<u>5,709.03</u>
Total Expense	42,910.80	37,199.99

Council on Aging
Profit & Loss Budget vs. Actual
July 1, 2014 through May 1, 2015

	<u>Jul 1, '14 - May 1, 15</u>	<u>Budget</u>
Net Ordinary Income	27,221.07	15,794.37
Net Income	<u>27,221.07</u>	<u>15,794.37</u>

**Council on Aging
Balance Sheet ***

As of May 1, 2015
May 1, 15

ASSETS

Current Assets

Checking/Savings

Bank of America Checking

Drama Club 822.28

Bank of America Checking - Other 11,697.89

Total Bank of America Checking 12,520.17

Bank of America Maximizer 178,521.07

SVSS Endowment Fund 16,219.43

1040 · Petty cash

1041 · Cash Drawer 250.00

1042 · Dance Cash Drawer 100.00

1045 · Parties and Actvy 200.00

Total 1040 · Petty cash 550.00

Total Checking/Savings 207,810.67

Total Current Assets 207,810.67

TOTAL ASSETS 207,810.67

LIABILITIES & EQUITY

Equity

Activities 96,769.50

Discretionary 24,533.29

LifeLine 1,317.68

Meals On Wheels -12,055.55

Reserve 41,806.27

Services & Programs -1,559.11

3001 · Opening Bal Equity 13,402.95

3010 · Unrestrict (retained earnings) 16,374.57

Net Income 27,221.07

Total Equity 207,810.67

TOTAL LIABILITIES & EQUITY 207,810.67

On April 21st the nonprofit HOME – Housing Opportunities Made Easier, hosted a community education project at the Camarillo headquarters of the Ventura County Community Foundation.

The agenda covered two important programs which are relevant to keeping seniors in safe & appropriate housing:

HOME SHARE – Ventura County Area Agency on Aging

This program provides assistance matching home providers, primarily seniors, with home seekers who are willing to help with household tasks, transportation, companionship, financial support, or a combination of these in exchange for affordable housing. Operating in western Ventura County since the 1980's, the program has recently been expanded to serve east County with an office in our Simi Valley Senior Center on Monday, Wed & Fri.

- Since VCAAA took over the program in July 2014, the county has 25 matches that have been made & most have worked out with monitoring by staff members.
- Very little advertising is being done although details are available on the VCAAA website <http://vcportal.ventura.org/VCAAA/HomeShare/VCAAA%20Homeshare%20flyer.pdf> (I can't find reference to it on the city website)

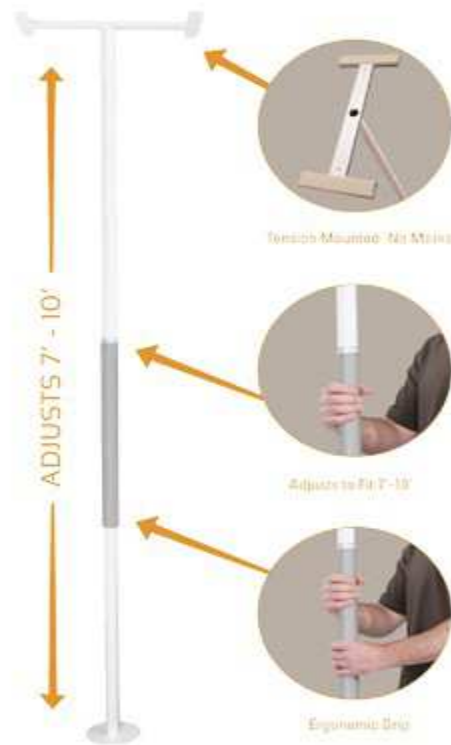
HOME MODIFICATIONS – Liv-Ability Independent Living Consultants

Today's seniors must find ways to stay in their homes (independently) for as long as possible. Home modifications are essential in order to allow seniors to be safe & comfortable as they age. The goals of aging in place are to enhance the quality of life for older adults in their home environment, allow them to participate in valued activities, and ensure that people who plan to stay in their homes as they age make the necessary modifications to do so.

Kathleen Ahern, co-founder of this Simi Valley business presented an excellent PowerPoint program showing solutions to common barriers both inside of homes & exterior access issues. She also brought a variety of supportive equipment which is available to purchase. For bathroom safety, many products can be found at www.medline.com
Such as



Also see products that can be used in any room, available from Stander Mobility Solutions at www.stander.com (examples on next page)



Product #1150W

Products from Stander Mobility Solutions www.stander.com



Product #9000



Combo Product #1100

COA Home Delivered Meals Report - FY1415

	Total Meals	Senior Meals	Service Days	Average Meals per Day	Y -T- D Meals	Unduplicated Clients		Donations Received
						New	Y-T-D	
Jul	2859	2788	22	130.0	2859	12	12	\$ 2,630.50
Aug	2803	2718	21	133.5	5662	10	22	\$ 2,978.50
Sept	2721	2635	22	123.7	8383	10	32	\$ 2,265.00
Oct	3091	3016	23	134.4	11474	13	45	\$ 2,523.50
Nov	2616	2551	20	130.8	14090	9	54	\$ 2,307.50
Dec	3076	2999	23	133.7	17166	14	68	\$ 3,011.50
Jan	2826	2763	22	128.5	19992	19	87	\$ 2,561.00
Feb	2520	2444	20	126.0	22512	9	96	\$ 2,853.08
Mar	2743	2642	22	124.7	25255	16	112	\$ 2,604.50
Apr	2994	2880	22	136.1	28249	14	126	\$ 2,624.50
May	0	0	0	#DIV/0!	28249	0	126	\$ -
Jun	0	0	0	#DIV/0!	28249	0	126	\$ -
Totals:	28249	27436	217	130.18	28,249	126	126	\$ 26,359.58

Council on Aging
Profit & Loss Budget Overview
July 2015 through June 2016

Comparison of Budgets for FY2015-16 to FY2014-15

	Budget		Actual YTD	
	FY2015-2016	FY2014-2015	May 1, 2015	
Ordinary Income/Expense				
Income				
4 · Contributed support				
4010 · Individual Contribution	\$ 6,500	\$ 12,054	\$ 7,186	
4015 · Business Contribution	\$ 3,700	\$ 4,625	\$ 2,741	
Total 4 · Contributed support	\$ 10,200	\$ 16,679	\$ 9,927	
5 · Earned revenues				
5450 · Advertising revenues	\$ 2,400	\$ 2,900	\$ 2,725	
5490 · Miscellaneous revenue	\$ 12,600	\$ 12,897	\$ 22,550	
5560 · Tickets	\$ 11,080	\$ 11,415	\$ 18,488	
5570 · Drawings	\$ 900	\$ 952	\$ 2,439	
5580 · Table Reservations	\$ 14,200	\$ 8,152	\$ 13,976	
Total 5 · Earned revenues	\$ 41,180	\$ 36,316	\$ 60,178	
Total Income	\$ 51,380	\$ 52,995	\$ 70,103	
Expense				
7200 · Contracted personnel services				
7220 · Musicians & bands	\$ 9,160	\$ 7,849	\$ 8,476	
Total 7200 · Contracted personnel services	\$ 9,160	\$ 7,849	\$ 8,476	
8100 · Non-personnel expenses				
8110 · Supplies	\$ 8,960	\$ 9,460	\$ 7,924	
8112 · Food	\$ 1,100	\$ 200	\$ 917	
8115 · MOW Program Expense	\$ 12,000	\$ 10,323	\$ 1,471	
8120 · Advertising	\$ 200	\$ 308	\$ -	
8125 · Video Rentals	\$ 300	\$ 251	\$ 172	
8160 · Equip rental & maintenance	\$ 300	\$ 3,000	\$ 4,290	
8165 · Equipment Purchase	\$ 200	\$ -	\$ 11,117	
8170 · Printing & copying	\$ 500	\$ 100	\$ 1,166	
8100 · Non-personnel expenses - Other	\$ 2,000	\$ -	\$ -	
Total 8100 · Non-personnel expenses	\$ 25,560	\$ 23,642	\$ 27,057	
8500 · Misc expenses				
8515 · Grants	\$ 4,500	\$ 500	\$ 1,000	
8530 · Membership dues - organization	\$ 300	\$ 300	\$ 300	
8535 · Participation Fees	\$ 100	\$ -	\$ 40	
8545 · Mileage	\$ 1,800	\$ 2,307	\$ 1,478	
8590 · Other expenses	\$ 600	\$ 2,602	\$ 4,562	
Total 8500 · Misc expenses	\$ 7,300	\$ 5,709	\$ 7,380	
Total Expense	\$ 42,020	\$ 37,200	\$ 42,913	
Net Ordinary Income	\$ 9,360	\$ 15,795	\$ 27,190	
Net Income	\$ 9,360	\$ 15,795	\$ 27,190	

Amounts rounded up or down.

NOTE:

Did not budget FY2014-2015 Feb & Mar for Arts & Crafts and Bingo Bonanza due to anticipated Kitchen renovation. However Events were held.

Renovation did not occur, postponed to the FY 2015-16 budget

Did not budget for Feb & Mar Bingo & Arts & Crafts for FY 2015-16.

Have been advised Kitchen renovation will be scheduled

Council on Aging
Profit & Loss Budget Overview
July 2015 through June 2016

	<u>Jul '15 - Jun 16</u>
Ordinary Income/Expense	
Income	
4 · Contributed support	
4010 · Individual Contribution	6,500.00
4015 · Business Contribution	3,700.00
Total 4 · Contributed support	<u>10,200.00</u>
5 · Earned revenues	
5450 · Advertising revenues	2,400.00
5490 · Miscellaneous revenue	12,600.00
5560 · Tickets	11,080.00
5570 · Drawings	900.00
5580 · Table Reservations	14,200.00
Total 5 · Earned revenues	<u>41,180.00</u>
Total Income	51,380.00
Expense	
7200 · Contracted personnel services	
7220 · Musicians & bands	9,160.00
Total 7200 · Contracted personnel services	<u>9,160.00</u>
8100 · Non-personnel expenses	
8110 · Supplies	8,960.00
8112 · Food	1,100.00
8115 · MOW Program Expense	12,000.00
8120 · Advertising	200.00
8125 · Video Rentals	300.00
8160 · Equip rental & maintenance	300.00
8165 · Equipment Purchase	200.00
8170 · Printing & copying	500.00
8100 · Non-personnel expenses - Other	2,000.00
Total 8100 · Non-personnel expenses	<u>25,560.00</u>
8500 · Misc expenses	
8515 · Grants	4,500.00
8530 · Membership dues - organization	300.00
8535 · Participation Fees	100.00
8545 · Mileage	1,800.00
8590 · Other expenses	600.00
Total 8500 · Misc expenses	<u>7,300.00</u>
Total Expense	42,020.00

Council on Aging
Profit & Loss Budget Overview
July 2015 through June 2016

	<u>Jul '15 - Jun 16</u>
Net Ordinary Income	<u>9,360.00</u>
Net Income	<u><u>9,360.00</u></u>