



Simi Valley Council On Aging

3900 Avenida Simi, Simi Valley, CA 93063 Phone: 805.583.6041 Fax: 805.583.7921

Simi Valley Council On Aging (COA) Monthly Meeting

Agenda

Monday, February 13, 2017

1:00 p.m.

Simi Valley Senior Center

3900 Avenida Simi, Simi Valley, CA 93063

Please silence your cell phones

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 (Mike Judge)
 - B. Community Services (Laurie Dickinson)
 - C. Senior Center (Robert Martin)
 - D. Ventura County Area Agency on Aging (Antoinette Olson & Neill Spector)
 - E. Task Force On Homelessness (June-Marie von Osinski)
7. Presentations
 - A. Wayne Templeton Volunteer of the Year Award (Antoinette Olson)
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. Informational Presentation
 - A. Patio Design Committee (Henry Kraus, see attached)
10. Officer, Liaison, Program Manager, and Ad Hoc Committee Reports
 - A. Officer Reports
 1. Vice Chair (Alan Fournier)
 2. Treasurer (Karen Cline, see attached)
 3. Corresponding Secretary (Stephanie Newbrook)
 - B. Liaison and Program Manager Reports
 1. Senior Share Liaison (Joe Beautz)

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.

2. Lifeline Liaison (Don Novell)
 3. Meals On Wheels Liaison (John H. Williams, see attached)
 4. Housing Liaison (Judy Pepiot, see attached)
- C. Ad Hoc Committee Reports
1. Dance Committee (Char Jackowitz & Stephanie Newbrook)
 2. Wellness Committee (Char Jackowitz & Stephanie Newbrook)
 3. Patio Design Committee (Henry Kraus)
 4. Senior Support Committee (Karen Cline)
 5. Annual Fund Drive Committee (Sharon McCann)
11. Continued Business
12. New Business
- A. Election of COA Officers: Chair, Vice Chair, Treasurer, Corresponding Secretary, Recording Secretary.
 - B. Appointment of the newly elected Treasurer and Chair as authorized signer(s) on the COA checking account.
13. Announcements of Upcoming Senior Center Events
- A. COA "Mardi Gras" Dance, Friday, March 10, 2017, 7:30 – 10:00 p.m.
14. Suggested Agenda Items for the March 13, 2017 COA meeting
15. Adjournment

/s/

Sommer Barwick
Community

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 – Sharon McCann called the meeting to order at 1:04 p.m. John Schick led the Pledge of Allegiance.
2. Roll Call – June-Marie von Osinski called Roll Call. Members present were Jean Cecil, Karen Cline, Al Fournier, Fred Goldberg, Char Jackowicz, Ed Mazeika, Sharon McCann, Stephanie Newbrook, and June-Marie von Osinski. COA Secretary June Marie von Osinski confirmed that a Quorum was present.
3. Agenda Review – By consensus of the Executive Board, the agenda was approved as presented.
4. Approval of Minutes - The minutes of December 12, 2016, were approved by a consensus of the Executive Board after the correction that under Item 9.A.2., COA Dances are in the budget.
5. Report of COA Chair (Sharon McCann) – Sharon McCann stated that the New Year's Eve dance sold out and went well. She thanked John Williams for chairing the COA Executive Board Orientation for six candidates. A moment of silence was held in memory of Marie Harvey, a former COA member who recently passed away.
6. Representative Reports
 - A. City Council Liaison – Council Member Judge stated that Macy's will be consolidating their two stores at the mall. Macy's Men's and Furniture store will be combined with the Women's store. "Go Fish" sushi restaurant will be returning to the Town Center and the City is working to fill the empty retail spaces at the Center. Arby's is on track to open in March at the former Del Taco location on Los Angeles Ave. He also said that there is an 80 room Assisted Living Center proposed to be built at the Sycamore plaza behind CVS and Jon's Market. The housing development in Lost Canyons has been held up due to the presence of the endangered Nap Catcher bird. Also, there is another new developer for the project at Madera and Los Angeles that will have to mitigate the high water table for the project to proceed.
 - B. Deputy Director of Community Services – Mara Malch introduced herself as the new Deputy Director and will be overseeing the Senior Center beginning July 1, 2017, until then Laurie Dickinson will continue to oversee the Senior Center. Mara Malch asked if anyone had any questions for her and there were none.

- C. Senior Services Assistant Manager - Robert Martin announced the kitchen renovation project will begin on January 9 and will take about four months. During construction, meals will be prepared in the kitchen at the Boys and Girls Club and then brought over to the Senior Center.
 - D. Ventura County Area Agency on Aging Representative(s) – Toni Olson said there will be a meeting on January 11, 2017. She said that flyers about an upcoming Memory Screening are available at the sign-in table.
 - E. Task Force on Homelessness – June-Marie von Osinski said the Task Force will meet next in February.
7. Presentations
- A. Volunteers of the Month – The Bring Your Own Crafts Group was recognized for decorating the Rotunda area for the seasons and holidays and for all of their fund raising efforts throughout the years.
 - B. Long Term Care Ombudsman – Dan Ulhar with the Ventura County Long-Term Care Ombudsman's office summarized the services the agency provides. He stated the Ombudsmen are volunteers who receive extensive training and check on residents and inspect facilities either weekly or monthly. They also investigate complaints against facilities to try to resolve them on a local level. They also provide pre-placement counseling for people who need guidance on how to choose a facility.
8. Public Statements – None.
9. Officer, Liaison, Program Manager, and Ad Hoc Committee Reports
- A. Officer Reports
 - 1. Vice Chair – No Report.
 - 2. Treasurer – Karen Cline referred to the budget reports in the agenda packet. She explained that the COA has received more money than expected and had lower expenses, the COA is in good financial shape.
 - 3. Corresponding Secretary – Stephanie Newbrook stated that six thank you letters were sent out.
 - B. Liaison & Program Manager Reports
 - 1. Senior Share Liaison – Joe Beautz said there are currently 95 recipients and they received approval by the Police Department to

have two lines of cars going through the distribution area which is easing congestion.

2. Lifeline Liaison – Don Novell stated that Lifeline business cards are available at the sign-in table and applications are available at the main desk.
3. Meals On Wheels Liaison – John Williams stated that there were 3,239 meals delivered in December, about 157 meals per day. There are 13 people on the wait list who they hope to add to the program soon once a seventh route is established. There are 37 volunteer drivers and they will be picking up the meals directly from the Boys and Girls Club while the kitchen is being renovated.
4. Housing Liaison – Judy Pepiot said that “Granny Flats”, otherwise known as Additional Dwelling Units (ADUs), small unattached living quarters on a homeowner’s property, will be discussed at the City Council meeting tonight. A 197-bed Assisted Living facility at the Sycamore Plaza, where Sutter’s Mill restaurant is located, has been given approval to go before the Planning Commission. The development at Madera and Los Angeles is not high density so it is not required to go before the City Council. It also does not have a senior component.

C. Ad Hoc Committee Reports

1. Patio Design Committee – Henry Kraus said that the Committee printed pictures showing several design options and surveyed 135 seniors at the Center for their preferences. They will continue to survey seniors through January and the committee will report the survey results at the February COA meeting. He also invited COA members to fill out surveys after the meeting.
2. Dance Committee – Char Jackowicz thanked the Dance Committee for the successful New Year’s Eve dance. In particular, she thanked the Bring Your Own Crafts Group for the decorations and the photographer who donated his time. The dance was sold out and a photographer with the Acorn newspaper took pictures at the event.
3. Senior Support Committee – Karen Cline said that the Committee is still gathering information as to serve additional seniors in Simi Valley. The committee plans to meet in the next two weeks.

10. Continued Business

- A. Discussion/Action on Patio Design Budget – This was tabled to the February COA meeting so that the committee could survey more people about their design preferences.

11. New Business

- A. Appointment of Char Jackowitz as the Chair of the Wellness Expo Committee.

By consensus of the Executive Board, Char Jackowitz was appointed as Chair of the Wellness Expo Committee.

- B. Appointment of Char Jackowitz as the Chair of the Dance Committee.

By consensus of the Executive Board, Char Jackowitz was appointed as Chair of the Dance Committee.

- C. Discussion/Action on whether to participate in the Sunrise Living Health Fair Saturday, January 28, 2017, from 10:00 a.m. to 2:00 p.m. (See attached.)

The Board decided to participate in the Fair. Sharon McCann agreed to be there from 10:00 a.m. to 12:00 p.m. and June-Marie von Osinski and Stephanie Newbrook will hand out brochures from noon to 2:00 p.m.

- D. Discussion/Action to allocate funds not to exceed \$3,000 for the purchase of eleven wire racks for the Senior Share Program.

A motion was made by Fred Goldberg and seconded by Jean Cecil to allocate funds not to exceed \$3,000 for the purchase of eleven wire racks for the Senior Share Program.

Audience	14 Ayes	0 Noes	0 Abstentions
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Board	8 Ayes	0 Noes	0 Abstentions
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The motion passed.

- E. Discussion/Action to allocate additional funds not to exceed \$40,000 to the Meals On Wheels Program from FY2016-17 to FY2019-20.

Assistant Senior Services Manager Robert Martin explained that the funds would be to implement and maintain a seventh route to deliver meals to up to 24 additional seniors.

A motion was made by Char Jackowicz and seconded by Karen Cline to allocate additional funds not to exceed \$40,000 to the Meals On Wheels Program from FY2016-17 to FY2019-20.

Audience 15 Ayes 0 Noes 0 Abstentions

Board 8 Ayes 0 Noes 0 Abstentions

The motion passed.

F. Introduction of the candidates for the COA Executive Board

The four candidates for the COA Executive Board were introduced: Jean Cecil, Stephanie Newbrook, Toni Olson and Ken Sinn.

G. Open election by the COA general membership to recommend four candidates for the COA Executive Board.

Since there are four vacancies on the Executive Board and only four people applied to serve on the Board, the candidates can be elected by acclamation by the General Membership rather than having an election by ballot.

A motion was made by Fred Goldberg and seconded by Al Fournier to elect four candidates by acclamation to recommend for the COA Executive Board.

Executive Board/Audience 31 Ayes 0 Noes 0 Abstentions

The motion passed.

H. Discussion/Action on a recommendation to the City Council to appoint the COA Executive Board candidates elected by the general membership

This motion to appoint was combined with the motion above, Item 11. G. and the motion passed.

12. Announcements of Upcoming Events

A. January 13 - Friday Night Dance "Winter Wonderland" 7:30 p.m.

13. Suggestions of Agenda Items for the February 13, 2017, COA meeting – None.

14. Adjournment - Meeting adjourned at 2:31 p.m.

Patio Design Committee Report

Patio Design Committee:

Chairperson: Henry Kraus

Members: Karen Cline, Ed Mazeika, Charlie Rullo

Art Designs: Brandon Newcomer

PROPOSED PATIO INTERIOR WHICH COULD INCLUDE THE FOLLOWING:

Removal:

- Existing planters ^
- Existing Fountain +
- Existing Doors/Windows of MPR *

Additions:

- + Electricity
- + Lighting
- + Sound System
- + New Planters/Landscaping ^
- + New Recycling Water Feature +
- + Heaters
- + Fans
- + Pocket Door System to United the MPR with the new Patio
- + Make new door entrances on the inside hallway to get into the rooms now only accessible from the patio area

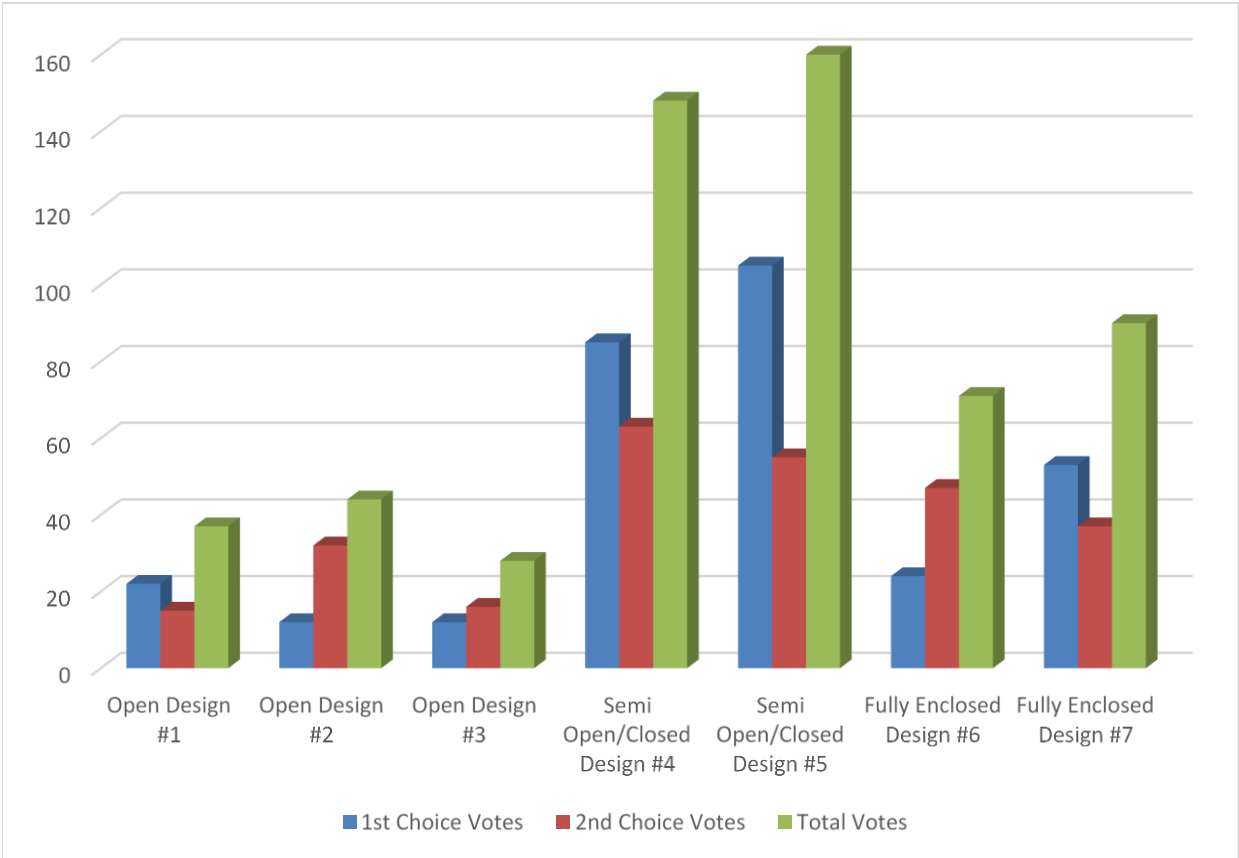
Questions or Comments from Senior Survey for Patio Cover

- Regulated Lighting System
- Like Light, but need some type of covering over skylights/openings for events outside
- Like the fresh air, but nice to be able to close in poor weather
- Need shaded seating and different size tables for different size groups
- More plants – greenery for added oxygen
- Like the fact that it can be used year-round, coffee on patio
- Windows/Skylights give you that open feeling
- Add Water Fountain/feature (Example: corner Tapo Canyon & Alamo) and Art work
- Chairs that are comfortable and not hard and good for shorter people too
- Good to be adjustable for the weather conditions
- Like the natural light and ventilation
- More plants, lighter furniture, and piped in music
- Would be able to have multiple uses, storage for outdoor games and puzzles
- Design should match the existing building
- Planter pots that can be moved around (on wheels) – Greenery and flowers
- Interior lighting – heating – misters – air conditioning
- Leave the patio as is – money could be used in other areas for seniors
- Open up Door/glass area from MPR to the Patio (Pocket Doors)
- Some designs may need skylights, others may not, depending on how much light enters
- Someone available to control the open/closed covering
- I have lunch on the patio and sun control would be a big improvement
- Handicap bars to hold onto where needed
- Remove the existing concrete fountain that never worked
- More activities outside when patio is finished
- Protection from the sun is a good idea
- Look at cover that requires the least amount of maintenance

Summary of Total Surveyed

	1 st Choice Votes	2 nd Choice Votes	Total Votes Received
Open Design #1	22	15	37
Open Design #2	12	32	44
Open Design #3	12	16	28
Semi Open/Closed Design #4	85	63	148
Semi Open/Closed Design #5	105	55	160
Fully Closed Design #6	24	47	71
Fully Closed Design #7	53	37	90

Chart of Summary Results



Total Surveys Received was Approximately 314

Council on Aging
Profit & Loss Budget vs. Actual
 July 2016 through January 2017

	<u>Jul '16 - Jan 17</u>	<u>Budget</u>
Ordinary Income/Expense		
Income		
4 · Contributed support		
4010 · Individual Contribution	6,377.67	6,300.00
4015 · Business Contribution	11,354.07	3,050.00
Total 4 · Contributed support	<u>17,731.74</u>	<u>9,350.00</u>
5 · Earned revenues		
5310 · Interest-savings/short-term inv	8.21	
5340 · Other investment income	590.99	
5490 · Miscellaneous revenue	14,434.72	7,825.00
5560 · Tickets	10,859.25	8,660.00
5570 · Drawings	817.00	595.00
5580 · Table Reservations	2,525.00	4,300.00
Total 5 · Earned revenues	<u>29,235.17</u>	<u>21,380.00</u>
Total Income	<u>46,966.91</u>	<u>30,730.00</u>
Gross Profit	46,966.91	30,730.00
Expense		
7200 · Contracted personnel services		
7220 · Musicians & bands	6,125.00	5,935.00
Total 7200 · Contracted personnel services	<u>6,125.00</u>	<u>5,935.00</u>
7500 · Other personnel expenses		
7540 · Professional fees - other	1,400.00	1,400.00
Total 7500 · Other personnel expenses	<u>1,400.00</u>	<u>1,400.00</u>
8100 · Non-personnel expenses		
Credit Card Fees	4.19	
8110 · Supplies	5,414.17	4,705.00
8112 · Food	107.43	2,220.00
8115 · Program Expense	0.00	13,980.00
8125 · Video Rentals	103.14	120.33
8160 · Equip rental & maintenance	56.45	310.00
8165 · Equipment Purchase	2,806.16	0.00
8170 · Printing & copying	202.44	200.00
Total 8100 · Non-personnel expenses	<u>8,693.98</u>	<u>21,535.33</u>
8500 · Misc expenses		
8515 · Grants	3,000.00	3,000.00
8530 · Membership dues - organization	480.73	0.00
8545 · Mileage	0.00	450.00
8590 · Other expenses	1,998.81	2,600.00
Total 8500 · Misc expenses	<u>5,479.54</u>	<u>6,050.00</u>
Total Expense	<u>21,698.52</u>	<u>34,920.33</u>
Net Ordinary Income	<u>25,268.39</u>	<u>-4,190.33</u>
Net Income	<u><u>25,268.39</u></u>	<u><u>-4,190.33</u></u>

Council on Aging
Balance Sheet *
As of January 31, 2017

	<u>Jan 31, 17</u>
ASSETS	
Current Assets	
Checking/Savings	
SVSS Endowment Fund	16,889.05
US Bank Checking	
Drama Club	1,305.50
US Bank Checking - Other	10,004.95
Total US Bank Checking	<u>11,310.45</u>
US Bank Savings	
MOW Rst.	40,000.00
US Bank Savings - Other	137,109.09
Total US Bank Savings	<u>177,109.09</u>
1040 · Petty cash	
1041 · Cash Drawer	300.00
1042 · Dance Cash Drawer	100.00
Total 1040 · Petty cash	<u>400.00</u>
Total Checking/Savings	<u>205,708.59</u>
Total Current Assets	<u>205,708.59</u>
TOTAL ASSETS	<u>205,708.59</u>
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)	16,225.17
Net Income	25,268.39
Total Equity	<u>205,708.59</u>
TOTAL LIABILITIES & EQUITY	<u>205,708.59</u>

COA Home Delivered Meals Report - FY16/17

	Total Meals	Senior Meals	Service Days	Average Meals per Day	Y -T- D Meals	Unduplicated Clients		Donations Received
						New	Y-T-D	
Jul	2888	2812	20	144.4	2888	166	166	\$ 3,129.50
Aug	3246	3191	24	135.3	6134	12	178	\$ 3,782.50
Sept	3016	2967	21	143.6	9150	8	186	\$ 4,176.00
Oct	2901	2854	21	138.1	12051	5	191	\$ 4,386.50
Nov	2937	2892	22	133.5	14988	9	200	\$ 2,850.00
Dec	3290	3239	22	149.5	18278	9	209	\$ 3,710.00
Jan	2823	2765	21	134.4	21101	10	219	\$ 3,017.50
Totals:	21101	20720	151	139.74	21,101	219	219	\$ 25,052.00

**Council on Aging – Housing Liaison Report
February 13, 2017**

Assisted-Living Facility – 1234 Erringer (near Arcane)

First Baptist Church of Simi Valley, known as Simi Valley Community Church at 2000 Royal Ave, is selling a 1.4-acre parcel that is current a parking lot. The buyer is developer JM Squared Associates, Inc.

On Jan. 18th, the Planning Commission unanimously approved the permit to build a two-story, 96-room assisted-living complex. The plans call for an upscale facility with multiple secured courtyards, dining halls & recreation rooms. 182 parking spaces are included onsite.

The planning permit is good for three years, but it is unknown when construction will begin.

Judy Pepiot – Housing Liaison