



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, March 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. None
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. None
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 (Kenneth Sinn)
 - 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 Expo 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. Appointment of a COA member (Simi Valley resident over the age of 60) as a Representative to the City of Simi Valley Community Projects Grant Review Committee. Committee Member will review applications and make funding recommendations. It is anticipated that the Committee will meet in April and May with recommendations presented to the City Council in late May or early June. (Jennifer Santos)
 - B. Approval of COA's participation in the Annual Expo/Street Fair - on Saturday, May 13, 2017
 1. Appointment of Ed Mazeika as the COA's Ad Hoc Committee Chair, for the Expo/Street Fair.
 - C. Approval of COA's participation in the Food Share "Senior Share Kit".
 1. Appointment of Antoinette Olson as the COA's Liaison and Program Manager, for the Food Share "Senior Share Kit".
13. Announcements of Upcoming Senior Center Events
- A. Wellness Expo - Wednesday, April 19, 2017 – 8:00 a.m. to 12:00 p.m.
 - B. COA Dance - Friday, April 14, 2017 – 7:30 p.m. to 10:00 p.m.
14. Suggested Agenda Items for the April 10, 2017 COA meeting
15. Adjournment

/s/

Laurie Dickinson
Senior Management Analyst

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 1:03 p.m. Henry Kraus led the Pledge of Allegiance.
2. Roll Call – Stephanie Newbrook called Roll Call. Members present were Jean Cecil, Karen Cline, Al Fournier, Char Jackowicz, Ed Mazeika, Sharon McCann, Stephanie Newbrook, Antoinette Olson, and Ken Sinn. Recording Secretary Stephanie Newbrook verified there was a quorum present.
3. Agenda Review – By consensus of the Executive Board, the agenda was approved as presented.
4. Approval of Minutes - The minutes of January 9, 2017, were approved, with one correction, by a consensus of the Executive Board. The correction was to Item 9.B.4, the next to last sentence should read: "The development at Madera and Los Angeles Avenue is high density, but less than the prior approved project, so it is not required to go before the City Council."
5. Report of COA Chair - Sharon McCann welcomed new Executive Board members. She also thanked Judy Pepiot for her continued efforts and the hard work she has performed on behalf of senior housing. Because of Judy's experience and expertise, Sharon said Judy Pepiot has become the "go to" person for senior housing issues. Sharon stated that Char Jackowicz gave a brief COA update at the last City Council meeting.
6. Representative Reports
 - A. City Council - Mayor Pro Tem Mike Judge reported that Dunkin' Donuts has decided not to go forward with plans to open a store on Erringer. The empty Elephant Bar building on Madera will become a buffet restaurant, opening soon. Applebee's has canceled their plans to occupy the old Asian Buffet location at First and Los Angeles. Macy's is still planning to consolidate their two stores at the mall into one. Arby's is scheduled to open at the end of March. Denny's will be here and open for business for another year, until the end of their lease. There are rumors that the mall has been sold but Mr. Judge did not have any information on the new owners. Both the Farmer's Building and the Countrywide building at Tapo and Los Angeles have gone into receivership and will cause them to be vacant. In response to a question from a member in the audience about the high water table on the property at Madera and Los Angeles, Council Member Judge explained the developer is responsible for flood mitigation before they will be permitted to develop the property. In response to another question from a member of the audience concerning graffiti, Council Member Judge stated that the City of Simi Valley handles graffiti

by painting over it as quickly as possible and residents should call the City's Public Works Department to report new occurrences.

- B. Community Services -- Laurie Dickinson explained that Community Services is currently working on the budget for the next fiscal year which begins on July 1. All departments have been asked to make a 5% across the board reduction.
- C. Senior Center - Robert Martin stated that the solar covered parking project will be completed within the next three weeks. He said the kitchen renovation is moving forward and will take another two months to complete. He also mentioned there will be a presentation about Advanced Directives given at the Senior Center next Tuesday.
- D. Ventura County Area Agency on Aging -- Toni Olson was pleased to announce the start of a new program for low income seniors in Ventura County. Money has already been received from the State to enable registrants to receive 25-pound boxes of food (canned foods and staples). She added that the new program complements our Senior Share program. In March, 1,000 of these food boxes will be distributed across the county; the goal is 4,000 boxes per month.

Neill Spector reported that a presentation on Alzheimer's and dementia was given at the last Ventura County Area Agency on Aging meeting.

- E. Task Force on Homelessness - June-Marie von Osinski reported that the February meeting was cancelled but will be rescheduled for March.

7. Presentations

- A. Wayne Templeton Volunteer of the Year Award - Toni Olson thanked the members of the committee and announced that COA Chair Sharon McCann is the winner of the Wayne Templeton Volunteer of the Year Award for 2016. In addition to volunteering for the Council On Aging, Chair McCann is also actively involved with her Homeowner's Association, the Kiwanis, and the Soroptimists. She was presented with certificates of recognition by Taylor Criddle of Assemblyman Dante Acosta's office and by Brian Miller representing Ventura County Supervisor Peter Foy.

8. Public Statements – None.

9. Informational Presentation

- A. Patio Design Committee - Committee Chair Henry Kraus introduced Patio Design committee members, Karen Cline, Ed Mazeika, and Charlie Rullo and thanked them for their efforts. A Patio Design Committee Report was distributed (attached). Mr. Kraus stated that the Committee has gone to great lengths to gather input from as many seniors as possible. There are three options for the patio design: (1) leave the roof open; (2) fully close the roof; or (3) offer a combination of the first two options. Seven designs

were presented, and over 300 surveys were received by the Committee from individuals who voted on their design preferences. Copies of the survey results were also distributed. In conjunction with this project, pocket doors are being considered. They would be installed in the wall separating the patio and the Multipurpose Room and allow for much improved access between those two areas. They also suggested putting doors on the classrooms adjoining the patio out into the hallway.

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

A. Officer Reports

1. Vice Chair (Al Fournier) - No Report.
2. Treasurer - Karen Cline pointed out that "Table Reservations" are showing some increase due to the upcoming Wellness Expo. She also pointed out where on the Balance Sheet the Meals On Wheels reserved amount of \$40,000 that was approved at the last COA meeting is located.
3. Corresponding Secretary - Stephanie Newbrook reported that twelve thank you letters were sent out.

B. Liaison & Program Manager Reports

1. Senior Share Liaison (Joe Beautz) - No Report.
2. Lifeline Liaison (Don Novell) - No Report.
3. Meals On Wheels Liaison - John Williams reported MOW drivers are now delivering an average of 155 meals a day or 2,765 meals last month. Individuals must be over the age of 60, homebound and unable to cook their own meals. MOW still needs one more driver to deliver on Fridays and then a seventh route can be instituted, which would eliminate the MOW waiting list.
4. Housing Liaison - Judy Pepiot's written report regarding an Assisted Living Facility at 1234 Erringer was attached to the Minutes. Judy Pepiot also commented on an article in the Acorn on the Assisted Living Center going in on Royal Avenue and Erringer Road. It is an upscale facility. The Acorn article is the first of a three-part series.

C. Ad Hoc Committee Reports

1. Dance Committee - Char Jackowicz stated that the recent Valentine's Day dance was sponsored by the Remax Tradition Angels who donated refreshments, prizes, decorations and a photo booth. Live music was provided by the Rhythm Kings, and there was a new dance instructor who provided free lessons. The Acorn took pictures and 53 people including volunteers attended.

2. Wellness Committee -- Stephanie Newbrook announced that the Wellness Expo 2017 will be held on Wednesday, April 19, 2017, from 8:00 a.m. to 12:00 p.m. Exhibitor applications have been sent out and some completed applications have already been received. The Wellness Expo Committee is asking Board members to "save the date" and sign up to participate in this event.
 3. Patio Design Committee (Henry Kraus) – This topic was covered in Item 9. A.
 4. Senior Support Committee - Karen Cline said this committee will meet on Wednesday, February 15.
 5. Annual Fund Drive Committee - Sharon McCann reported that the Simi Valley Corvette Club donated \$2,600 to Meals On Wheels.
11. Continued Business – None.
12. New Business
- A. Election of COA Officers: Chair, Vice Chair, Treasurer, Corresponding Secretary, Recording Secretary
The following officers were nominated and subsequently elected:
Chair: Sharon McCann
Vice Chair: Char Jackowicz
Treasurer: Karen Cline
Corresponding Secretary: Ken Sinn
Recording Secretary: Stephanie Newbrook
13. Announcements of Upcoming 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 – None.
15. Adjournment: Monday, March 13, 2017, 1:00 p.m.
- By consensus of the Executive Board, the meeting was adjourned at 2:12 p.m.

**Wellness Expo
Profit & Loss
January 1 through March 7, 2017**

	<u>Jan 1 - Mar 7, 17</u>
Ordinary Income/Expense	
Income	
4 · Contributed support	
4015 · Business Contribution	2,500.00
Total 4 · Contributed support	<u>2,500.00</u>
5 · Earned revenues	
5450 · Advertising revenues	350.00
5580 · Table Reservations	3,000.00
Total 5 · Earned revenues	<u>3,350.00</u>
Total Income	<u>5,850.00</u>
Gross Profit	5,850.00
Expense	
8500 · Misc expenses	
8590 · Other expenses	50.00
Total 8500 · Misc expenses	<u>50.00</u>
Total Expense	<u>50.00</u>
Net Ordinary Income	<u>5,800.00</u>
Net Income	<u><u>5,800.00</u></u>

Council on Aging
Balance Sheet *
As of March 7, 2017

	<u>Mar 7, 17</u>
ASSETS	
Current Assets	
Checking/Savings	
SVSS Endowment Fund	16,889.05
US Bank Checking	
Drama Club	1,250.61
US Bank Checking - Other	17,607.37
Total US Bank Checking	<u>18,857.98</u>
US Bank Savings	
MOW Rst.	40,000.00
US Bank Savings - Other	137,111.94
Total US Bank Savings	<u>177,111.94</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>213,258.97</u>
Total Current Assets	<u>213,258.97</u>
TOTAL ASSETS	<u>213,258.97</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	32,818.77
Total Equity	<u>213,258.97</u>
TOTAL LIABILITIES & EQUITY	<u>213,258.97</u>

Council on Aging
Profit & Loss Budget vs. Actual
July 1, 2016 through March 7, 2017

	Jul 1, '16 - Mar 7, 17	Budget
Ordinary Income/Expense		
Income		
4 · Contributed support		
4010 · Individual Contribution	6,932.67	6,483.87
4015 · Business Contribution	16,464.13	3,203.23
	23,396.80	9,687.10
5 · Earned revenues		
5310 · Interest-savings/short-term inv	11.06	0.00
5340 · Other investment income	590.99	0.00
5450 · Advertising revenues	350.00	0.00
5490 · Miscellaneous revenue	15,199.24	9,752.42
5560 · Tickets	11,160.25	13,970.97
5570 · Drawings	876.00	699.19
5580 · Table Reservations	5,375.00	4,300.00
	33,562.54	28,722.58
Total 5 · Earned revenues	33,562.54	28,722.58
Total Income	56,959.34	38,409.68
Gross Profit	56,959.34	38,409.68
Expense		
7200 · Contracted personnel services		
7220 · Musicians & bands	7,285.00	7,081.13
	7,285.00	7,081.13
7500 · Other personnel expenses		
7540 · Professional fees - other	1,600.00	1,645.16
	1,600.00	1,645.16
8100 · Non-personnel expenses		
Credit Card Fees	4.19	0.00
8110 · Supplies	6,286.19	5,628.23
8112 · Food	219.12	2,593.55
8115 · Program Expense	0.00	16,426.71
8125 · Video Rentals	137.48	141.40
8160 · Equip rental & maintenance	56.45	620.00
8165 · Equipment Purchase	2,820.16	0.00
8170 · Printing & copying	202.44	200.00
	9,726.03	25,609.89
8500 · Misc expenses		
8515 · Grants	3,000.00	3,000.00
8530 · Membership dues - organization	480.73	0.00

9:07 AM
03/07/17
Cash Basis

Council on Aging
Profit & Loss Budget vs. Actual
July 1, 2016 through March 7, 2017

	<u>Jul 1, '16 - Mar 7, 17</u>	<u>Budget</u>
8545 · Mileage	0.00	450.00
8590 · Other expenses	2,048.81	4,600.00
Total 8500 · Misc expenses	<u>5,529.54</u>	<u>8,050.00</u>
Total Expense	<u>24,140.57</u>	<u>42,386.18</u>
Net Ordinary Income	<u>32,818.77</u>	<u>-3,976.50</u>
Net Income	<u><u>32,818.77</u></u>	<u><u>-3,976.50</u></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
Feb	2701	2641	20	135.1	23802	8	227	\$ 3,113.50
Totals:	23802	23361	171	139.19	23,802	227	227	\$ 28,165.50

**** UPDATE ON THIS CONSTRUCTION:**

Mountain View Apts is taking an “interest list” now. People can contact Turner Smith at 805-416-0019.

The developer is required to do a marketing plan and other items before doing the official waiting list, but being on the interest list should provide you updated information.

Mountain View Apartments – 4862 Cochran (between Tapo & Sterns)

This site is far along in construction

In two 3-story buildings, this complex includes:

- (42) 1 bedroom & (8) 2 bedroom
 - (Four 1 bedroom & one 2 bedroom reserved very low income)
- All units handicap-adaptable – they can be modified to be wheelchair accessible & include walk-in showers with grab bars & seats
- Elevators to all upstairs units
- Garden area
- Recreational room & a gym
- Onsite parking with 1 space for each 1 bedroom unit & 2 for 2 bedroom units
- Close to shopping & bus system

Judy Pepiot – Housing Liaison