



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, May 8, 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 (Mara Malch/Jennifer Santos)
 - 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. Volunteer of the Month (August "A.J." Hardy)
 - B. Business Development in Simi Valley (Brian Gabler)
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 (Char Jackowicz)
 2. Treasurer (Karen Cline, see attached)
 3. Corresponding Secretary (Kenneth Sinn)

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. Senior Share Liaison (Joe Beautz)
 - 2. Lifeline Liaison (Don Novell)
 - 3. Meals On Wheels Liaison (John H. Williams, see attached)
 - 4. Housing Liaison (Judy Pepiot)
 - 5. Senior Kits (Antoinette Olson)
 - C. Ad Hoc Committee Reports
 - 1. Dance Committee (Char Jackowitz & Stephanie Newbrook)
 - 2. Wellness Expo Committee (Char Jackowitz & Stephanie Newbrook)
 - 3. Senior Support Committee (Karen Cline)
 - 4. Street Fair (Ed Mazeika)
10. Continued Business - None
11. New Business
- A. Appointment of Antoinette Olson as the COA representative to the Ventura County Area Agency on Aging Advisory Council for the term July 1, 2017 to June 30, 2019.
 - B. Appointment of Al Fournier as the COA representative and Fred Goldberg as alternate COA representative to the Community Projects Grant Review Committee.
 - C. Discussion/Action on the adoption of the COA 2017/18 Fiscal Year Budget.
13. Announcements of Upcoming Senior Center Events
- A. COA Dance - Friday, May 12, 2017 at 7:30 p.m. to 10:00 p.m.
 - B. Street Fair – Saturday, May 13, 2017 at 9:00 a.m. to 5:00 p.m.
 - C. COA Dance - Friday, June 9, 2017 - CANCELED
14. Suggested Agenda Items for the June 12, 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 1:00 p.m. Cheryl Becker led the Pledge of Allegiance.
2. Roll Call – Stephanie Newbrook called Roll Call. Members present were Jean Cecil, Karen Cline, Al Fournier, Char Jackowitz, Sharon McCann, Stephanie Newbrook, Antoinette Olson and Ken Sinn. Ed Mazeika was excused. 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 with the correction that in Item 10. A. 1. Char Jackowitz is Vice Chair, not Alan Fournier.
4. Approval of Minutes - The minutes of March 13, 2017, were approved by a consensus of the Executive Board, with one correction. The address listed in 10.B.4 should read "on Cochran between Tapo and Stearns."
5. Report of COA Chair - Sharon McCann thanked Judy Pepiot for her continued hard work as our expert and award-winning Housing Liaison. Sharon also mentioned two upcoming events - the Wellness Expo 2017 and the Street Fair / Emergency Expo.
6. Representative Reports
 - A. City Council - Mayor Pro Tem Mike Judge reported that Dunkin' Donuts is looking for another Simi Valley location. He also announced that Presto Pasta is coming, and tenants are being sought to fill the empty Macy's building. Griffin Plaza will undergo a six-step makeover, including a drive-thru Wendy's. Buildings will be renovated and ultimately an assisted care living facility will be constructed. We have a new Thai restaurant in town, Coconut Crab. Mike Judge also reported that even though finances may be tight the City Council is committed to another balanced budget for next fiscal year.
 - B. Community Services – Laurie Dickinson announced that Claudia is now the Acting Senior Services Manager until she retires. A final decision on filling this position will not be made until the budget is finalized for next year. Laurie also encouraged members to be aware of the programming and that Simi Valley Public Library and announced a free performance by the Chamber orchestra is scheduled for August 30.
 - C. Senior Center - Robert Martin reported that work on the parking lot is proceeding and will be completed by April 15. The kitchen renovation is on schedule and the kitchen will re-open on May 10. Currently, the flooring is being approved. The Ventura County Area Agency on Aging

will host a free legal presentation on April 25. For anyone wanting to attend, there are still four spots open and you can register at the main desk.

- D. Ventura County Area Agency on Aging (Antoinette Olson & Neill Spector - All senior centers in the Ventura County area will be visited by the VCAAA in the next several months. .
- E. Task Force on Homelessness - June-Marie von Osinski reported that they did not have a quorum at the last meeting. She informed members about a program called Schools on Wheels, where instructors tutor homeless children. June-Marie also mentioned the Real Change Movement which discourages panhandlers by placing parking meter type equipment where the public can make monetary donations to help the homeless, rather than give them money directly. June-Marie also mentioned a restructuring of the Task Force to fewer members, to make it more efficient.

7. Presentations

- A. Volunteer of the Month - Eugene Carothers was honored for his work in the kitchen for the last four years. He is a hard worker and is very popular with his co-workers and other volunteers.
- B. Rancho Simi Recreation & Park District Age 50+ Programs - Stan Kalsman, from Rancho Simi Recreation and Park District explained that he, his wife Karen, Shelley Strauss, and Brian Horstmanshof all work out of the Simi Valley Senior Center. Stan provided background on the District Age 50+ Programs and said they offer 120 classes and 19 clubs. New classes include an evening watercolor, West Coast Swing, American history, technology and computer classes, relaxation and meditation, and kick-boxing for 50+. Suggestions for new classes are welcomed. Stan said they are in their twelfth year of participating in the Community games (450 people last year), and they are looking for sponsors. He thanked the COA for its support.

8. Public Statements – Mike Judge announced that the new Simi Valley Chief of Police is Dave Livingstone. He also wished everyone a Happy Easter and Happy Passover.

9. Informational Presentation -None

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

A. Officer Reports

- 1. Vice Chair (Char Jackowitz) -- No report.

2. Treasurer – Karen Cline stated that the COA is "solid" and "on track". Funds from the Expo booth sales for the Wellness Expo currently stand at a little over \$6,000, with an additional \$3,750 still due to be deposited from credit card transactions. Bookkeeper Don Novell added "We're looking really good!"
3. Corresponding Secretary - Kenneth Sinn reported that five thank you letters were sent out last month.

B. Liaison & Program Manager Reports

1. Senior Share Liaison - Joe Beautz did not attend meeting today. Robert Martin thanked all of the Senior Share volunteers.
2. Lifeline Liaison (Don Novell) - No Report
3. Meals On Wheels Liaison - John H. Williams said that our Meals On Wheels program operates "like a well-oiled machine". MOW is delivering 157 meals and this month they will be conducting quarterly eligibility assessments.
4. Housing Liaison - Judy Pepiot reported that City Council has approved the renovation of Griffin Plaza, including adding a new building, plus two Conditional Use Permits for a drive-through restaurant and a 102-bed Residential Care Facility. Work is to be done in phases, with the assisted living building scheduled toward the end of the project. Judy said that she attended the Camino Esperanza Grand Opening, on April 6 and that 15 of the 30 units are occupied. Mountain View is "coming along." Many Mansions has reduced the number of apartments to allow for maximum parking on the site. The project will be coming back through the approval process, hopefully having satisfied the neighbors' primary complaint of insufficient parking.
5. Senior Kits - Toni Olson announced that this program will start at the Senior Center on May 11. Participants will sign up the first day they pick up their food. Participants must be 60 or older, County residents, and have a picture I.D. If the senior is homebound the food can be collected by a proxy; however, the participant must be present at the first pick-up. There is no home delivery. It's important to keep up the number of people participating in order to keep the Senior Kits program in operation at the Senior Center.

C. Ad Hoc Committee Reports

1. Dance Committee - Stephanie Newbrook reported another successful dance was held in the MPR in March in spite of the

renovation work going on. The April dance will have a western theme and the dance lesson will be the Country Two Step.

2. Wellness Expo Committee - Char Jackowicz stated that we have 78 vendors this year and read off a list of health screenings to be offered at the Expo. She described preparation for the event as "quite an experience!"
3. Senior Support Committee (Karen Cline) - No Report.
4. Street Fair - Ed Mazeika did not attend. Sharon McCann said that the COA will have a booth at the Street Fair / Emergency Expo.
5. Community Projects Grant Review Committee - No Report.

11. Continued Business – None.

12. New Business

- A. Discussion/Action on Approval to appropriate \$6,990 to Congregate and \$12,000 to MOW for the FY 2017-18 to support the Senior Nutrition Program to the Sum of \$18,990. This would be added to the previously requested funds for a total of \$32,323.33. Sharon McCann explained that this money is needed to cover the difference between program costs and the funding the County provides.

Motion made by Antoinette Olson and seconded by Ken Sinn.

Audience	Ayes	17	Nays	0	Abstentions	0
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Board	Ayes	6	Nays	0	Abstentions	0
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Motion passed.

13. Announcements of Upcoming 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 – 10:00 p.m.

14. Suggested Agenda Items for the May 8, 2017 COA meeting. Invite Mara Mulch to attend and explain the restructuring of the Task Force on Homelessness.

15. Adjournment: Monday, May 8, 2017, 1:00 p.m.

By consensus of the Executive Board, the meeting was adjourned at 2:10 p.m.

Council on Aging Profit & Loss Budget Overview July 2017 through June 2018

	TOTAL
	Jul '17 - Jun 18
Ordinary Income/Expense	
Income	
4 · Contributed support	
4010 · Individual Contribution	7,280.00
4015 · Business Contribution	9,000.00
	16,280.00
Total 4 · Contributed support	16,280.00
5 · Earned revenues	
5310 · Interest-savings/short-term inv	40.00
5340 · Other investment income	600.00
5450 · Advertising revenues	2,000.00
5490 · Miscellaneous revenue	12,500.00
5560 · Tickets	16,520.00
5570 · Drawings	1,140.00
5580 · Table Reservations	14,200.00
	47,000.00
Total 5 · Earned revenues	47,000.00
Total Income	63,280.00
Gross Profit	63,280.00
Expense	
7200 · Contracted personnel services	
7220 · Musicians & bands	11,265.00
	11,265.00
Total 7200 · Contracted personnel services	11,265.00
7500 · Other personnel expenses	
7540 · Professional fees - other	2,400.00
7500 · Other personnel expenses - Other	0.00
	2,400.00
Total 7500 · Other personnel expenses	2,400.00
8100 · Non-personnel expenses	
8110 · Supplies	8,480.00
8112 · Food	3,105.00
8115 · Program Expense	31,860.00
8125 · Video Rentals	216.00
8160 · Equip rental & maintenance	600.00
8170 · Printing & copying	175.00
	44,436.00
Total 8100 · Non-personnel expenses	44,436.00
8500 · Misc expenses	
8515 · Grants	4,500.00
8530 · Membership dues - organization	300.00
8535 · Participation Fees	175.00
8545 · Mileage	600.00
8590 · Other expenses	4,400.00
	9,975.00
Total 8500 · Misc expenses	9,975.00
Total Expense	68,076.00
Net Ordinary Income	-4,796.00
Net Income	-4,796.00

Council on Aging
Balance Sheet *
As of May 2, 2017

	<u>May 2, 17</u>
ASSETS	
Current Assets	
Checking/Savings	
SVSS Endowment Fund	16,902.93
US Bank Checking	
Drama Club	1,250.61
US Bank Checking - Other	7,609.39
Total US Bank Checking	<u>8,860.00</u>
US Bank Savings	
MOW Rst.	40,000.00
US Bank Savings - Other	157,115.04
Total US Bank Savings	<u>197,115.04</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>223,277.97</u>
Total Current Assets	<u>223,277.97</u>
TOTAL ASSETS	<u><u>223,277.97</u></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	42,837.77
Total Equity	<u>223,277.97</u>
TOTAL LIABILITIES & EQUITY	<u><u>223,277.97</u></u>

8:51 AM

05/02/17

Cash Basis

Council on Aging
Profit & Loss Budget vs. Actual
July 1, 2016 through May 2, 2017

	Jul 1, '16 - May 2, 17	Budget
Ordinary Income/Expense		
Income		
4 · Contributed support		
4010 · Individual Contribution	7,937.67	8,259.68
4015 · Business Contribution	18,979.13	7,558.06
Total 4 · Contributed support	26,916.80	15,817.74
5 · Earned revenues		
5310 · Interest-savings/short-term inv	14.16	0.00
5340 · Other investment income	604.87	0.00
5450 · Advertising revenues	1,750.00	2,400.00
5490 · Miscellaneous revenue	16,434.30	10,993.55
5560 · Tickets	12,035.25	15,037.42
5570 · Drawings	978.00	855.48
5580 · Table Reservations	12,550.00	14,300.00
Total 5 · Earned revenues	44,366.58	43,586.45
Total Income	71,283.38	59,404.19
Gross Profit	71,283.38	59,404.19
Expense		
7200 · Contracted personnel services		
7220 · Musicians & bands	8,570.00	8,800.32
Total 7200 · Contracted personnel services	8,570.00	8,800.32
7500 · Other personnel expenses		
7540 · Professional fees - other	2,200.00	2,012.90
Total 7500 · Other personnel expenses	2,200.00	2,012.90
8100 · Non-personnel expenses		
Credit Card Fees	4.19	0.00
8110 · Supplies	7,519.04	6,913.06
8112 · Food	219.12	3,203.87
8115 · Program Expense	0.00	20,096.77
8120 · Advertising	0.00	250.00
8125 · Video Rentals	171.78	173.01
8160 · Equip rental & maintenance	56.45	620.00
8165 · Equipment Purchase	2,820.16	0.00
8170 · Printing & copying	355.33	200.00
Total 8100 · Non-personnel expenses	11,146.07	31,456.71
8500 · Misc expenses		
8515 · Grants	4,000.00	4,000.00
8530 · Membership dues - organization	480.73	0.00
8535 · Participation Fees	0.00	500.00
8545 · Mileage	0.00	600.00
8590 · Other expenses	2,048.81	4,900.00
Total 8500 · Misc expenses	6,529.54	10,000.00
Total Expense	28,445.61	52,269.93
Net Ordinary Income	42,837.77	7,134.26
Net Income	42,837.77	7,134.26

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
Mar	3181	3125	23	138.3	26983	10	237	\$ 3,074.50
Apr	2706	2657	20	135.3	29689	3	240	\$ 2,376.00
Totals:	29689	29143	214	138.73	29,689	240	240	\$ 33,616.00