



# 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, September 11, 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)
  - C. Senior Center (Robert Martin)
  - D. Ventura County Area Agency on Aging (Antoinette Olson & Neill Spector)
7. Presentations
  - A. Simi Police Department - Fraud & Scams
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 – none
10. Officer, Liaison, Program Manager, and Ad Hoc Committee Reports
  - A. Officer Reports
    1. Vice Chair (Char Jackowitz)
    2. Treasurer (Karen Cline, see attached)
    3. Corresponding Secretary (Kenneth Sinn)
  - B. Liaison and Program Manager Reports

### **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.

1. Senior Share Liaison (Joe Beautz, Ralph Sardon)
  2. Lifeline Liaison (Don Novell)
  3. Meals On Wheels Liaison (John H. Williams, see attached)
  4. Senior Kits (Antoinette Olson)
  5. Housing Liaison (Sharon McCann for Judy Pepiot, see attached)
- C. Ad Hoc Committee Reports
1. Dance Committee (Char Jackowitz & Stephanie Newbrook)
  2. Senior Support Committee (Karen Cline)
  3. Arts & Crafts Fair (Antoinette Olson)
  4. Bingo Bonanza (Sharon McCann)
11. Continued Business - none
12. New Business
- A. Discussion/Action on the recruitment of a COA member to fill the role and serve on the Special Event Support Committee (see attached).
13. Announcements of Upcoming Senior Center Events
- A. COA Dance - Friday, September 8, 2017 from 7:30 to 10:00 p.m.
  - B. Simi Valley Transit Presentation on "Travel Training" Wednesday, September 13, 2017 1:30 to 3:00 p.m.
  - C. Adventist Health Presentation on "Osteoporosis" Tuesday, September 19, 2017 from 1:30 to 2:30 p.m.
  - D. Ventura County Fall Prevention Coalition – Friday, September 22, 2017 from 9:00 to 2:00 p.m.
  - E. Livingston Memorial Presentation on "Home Health Services and Care Facilities Services" Tuesday, September 26, 2017 from 1:30 to 3:00 p.m.
  - F. National Preparedness Month – [www.ready.gov/september](http://www.ready.gov/september)
  - G. Arts & Crafts Fair – Friday, October, 27 from 9:00 a.m. to 3:00 p.m. and Saturday, October 28, 2017 8:00 a.m. to 3:00 p.m.
  - H. Pancake Breakfast – Saturday, October 28, 2017 from 8:00 to 11:00 a.m.
14. Suggested Agenda Items for the October 9, 2017 COA meeting
15. Adjournment

/s/  
Mara Malch  
Deputy Community Services Director

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. Ed Mazeika led the Pledge of Allegiance.
2. Roll Call – Stephanie Newbrook called Roll Call. Members present were Jean Cecil, Al Fournier, Char Jackowitz, Ed Mazeika, Sharon McCann, Stephanie Newbrook, and Ken Sinn. Karen Cline and Antoinette Olson were 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.
4. Approval of Minutes - The minutes of May 8, 2017 were approved by a consensus of the Executive Board.
5. Report of COA Chair - Sharon McCann reminded everyone that the meeting will be the last Council On Aging meeting until September. She said she will be presenting a recap of the last fiscal year at the City Council meeting, noting "we've had a good year!" She thanked everyone, volunteers included, for their continued support.
6. Representative Reports
  - A. City Council – Mayor Pro Tem Mike Judge reported that, at its last meeting, the City Council approved a high end apartment complex on Patricia Avenue. Of the 64 new apartment units, five will be designated low income. In response to a question from the audience, Mayor Pro Tem Judge explained that the builders of multi-unit housing make the decisions about how many low income units they will include in their projects. The City Council has no say in this decision. He also reported that the Black Bear Diner and Smashburger are still coming to the City and Chick-fil-A plans to open by the end of the year.
  - B. Community Services - Mara Malch provided an update on the Task Force on Homelessness and said the restructure of the Task Force is scheduled to be discussed at the City Council meeting on July 24, 2017. The goal of the restructure is to "broaden the discussion" to involve representation from the Council On Aging, Neighborhood Councils, and the Youth Council. Ms. Malch also thanked Laurie Dickinson who will retire at the end of June.

- C. Senior Center - Robert Martin said he could see new faces in the audience and encouraged everyone to keep coming to COA meetings. Mr. Martin reported that renovations at the Senior Center are on schedule and all work on the parking lots is complete.
  - D. Ventura County Area Agency on Aging –Sharon McCann reported that 80 senior kits were distributed last month and the number increases every month. Free voucher books for the Farmers Market will be distributed on July 7, 2017 starting at 10:30 a.m. Neill Spector stated that the job training program for seniors has lost federal funding.
  - E. Task Force on Homelessness - June-Marie von Osinski said that Simi Valley currently has approximately 105 homeless. The Task Force is not going to follow up on the “Real Change” spare change fundraising campaign at this point. If the restructuring of the Task Force is approved, the COA will no longer have a representative on the Task Force.
7. Presentations
- A. Volunteer of the Month - Robert Martin congratulated and thanked Diane Farrell, Volunteer of the Month, for volunteering as a Senior Center Ambassador. Ms. Farrell welcomes "newbies" to the Senior Center and calmly and competently handles a variety of situations at her post at the front desk.
8. Public Statements – Judy Pepiot announced that an event called "Our Journey through Time," will be held at the Strathearn Historical Park and Museum on Saturday, June 24, 2017 from 10:00 a.m. to 4:00 p.m. The event will include living history performances, exhibits, entertainment, kids' activities, vendors, and food for purchase. Flyers are available.
9. Information Presentation – None.
10. Officer, Liaison, Program Manager, and Ad Hoc Committee Reports
- A. Officer Reports
    - 1. Vice Chair – Char Jackowicz had no report.
    - 2. Treasurer – Karen Cline directed attention to the Balance Sheet and Profit & Loss Budget vs. Actual pages, attached. She discussed some of the more significant numbers and said that this has been a good fiscal year for the Council On Aging.
    - 3. Corresponding Secretary - Ken Sinn reported that 15 thank you letters were sent out last month.

B. Liaison & Program Manager Reports

1. Senior Share Liaison - Ralph Sardon announced that he will be taking over the Program from Joe Beautz who is recovering well from his recent surgery. There are now 104 clients on the Senior Share roll sheet, and Ralph stated that the Program is "working like a well-oiled machine." There have been no new clients as of July 1, 2017.
2. Lifeline Liaison - Don Novell reported that the applications have been updated to include more information and simplify the application process. Applications can be downloaded through the City of Simi Valley website at [www.simivalley.org/lifeline](http://www.simivalley.org/lifeline) or from Simi Valley Adventist Hospital website.
3. Meals On Wheels Liaison – John Williams had no report.
4. Housing Liaison - Judy Pepiot stated that the City Council has approved a high-end apartment complex to be built on Patricia Avenue. It will be a valuable development for the City of Simi Valley because it will upgrade the area and help reduce crime.
5. Senior Kits - Please see Sharon McCann's comments regarding Senior Kits listed under Item 6. D.

C. Ad Hoc Committee Reports

1. Dance Committee - Char Jackowicz reminded everyone that there will be no dance in June due the Multipurpose Room floor replacement. The Dance Committee has agreed on a new Committee meeting day and time and is still looking for new members. Meetings will be held on the first Wednesday of each month at 10:30 a.m.
2. Senior Support Committee - No report.
3. Street Fair - Ed Mazeika thanked the volunteers who came out to help. He said the City does a great job and includes the Senior Center booth in the "Expo" (City Services) section of the Street Fair event. He said the weather was perfect and everyone had fun.

11. Continued Business – None.

12. New Business

- A. Discussion/Action on the purchase of a COA storage cabinet - Sharon McCann explained that the Council On Aging has a small office in the Senior Center which has become cluttered because of storing many items in there. With so many boxes everywhere in that room, it is becoming hazardous to staff using the office. For this reason, the COA would like to purchase a metal storage cabinet.

Motion made by Char Jackowitz and seconded by Ken Sinn to purchase a metal storage cabinet for the COA office not to exceed \$500.

Audience	Ayes	39	Nays	0	Abstentions	0
----------	------	----	------	---	-------------	---

Board	Ayes	6	Nays	0	Abstentions	0
-------	------	---	------	---	-------------	---

Motion passed.

13. Announcements of Upcoming Senior Center Events

- A. COA Meeting – Dark (July and August)
- B. COA Dance - Friday, July 14, 2017 at 7:30 p.m. to 10:00 p.m.
- C. COA Stars & Stripes Ice Cream Social – Saturday, July 15, 2017, 2:00 p.m. – 4:00 p.m.
- D. COA Dance - Friday, August 11, 2017 at 7:30 p.m. to 10:00 p.m.

14. Suggested Agenda Items for the September 11, 2017 COA Meeting – None.

15. Adjournment

By consensus of the Executive Board, the meeting was adjourned at 1:40 p.m.

9:49 AM  
09/05/17  
Cash Basis

**Council on Aging**  
**Profit & Loss by Class**  
**July 1 through September 5, 2017**

	Jul 1 - Sep 5, 17
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
4 · Contributed support	
4010 · Individual Contribution	265.00
4015 · Business Contribution	10,149.74
4 · Contributed support - Other	100.00
<b>Total 4 · Contributed support</b>	10,514.74
5 · Earned revenues	
5310 · Interest-savings/short-term inv	1.61
5450 · Advertising revenues	210.37
5490 · Miscellaneous revenue	1,830.74
5560 · Tickets	6,049.00
5580 · Table Reservations	2,330.00
<b>Total 5 · Earned revenues</b>	10,421.72
<b>Total Income</b>	20,936.46
<b>Gross Profit</b>	20,936.46
<b>Expense</b>	
7200 · Contracted personnel services	
7220 · Musicians & bands	1,940.00
<b>Total 7200 · Contracted personnel services</b>	1,940.00
7500 · Other personnel expenses	
7540 · Professional fees - other	600.00
<b>Total 7500 · Other personnel expenses</b>	600.00
8100 · Non-personnel expenses	
8110 · Supplies	2,112.37
8112 · Food	162.13
8125 · Video Rentals	34.30
<b>Total 8100 · Non-personnel expenses</b>	2,308.80
8500 · Misc expenses	
8515 · Grants	1,000.00
8545 · Mileage	135.24
8590 · Other expenses	2,100.00
<b>Total 8500 · Misc expenses</b>	3,235.24
<b>Total Expense</b>	8,084.04
<b>Net Ordinary Income</b>	12,852.42
<b>Net Income</b>	12,852.42

9:48 AM  
09/05/17  
Cash Basis

**Council on Aging**  
**Balance Sheet**  
**As of September 5, 2017**

10, A, 2 Treasure Report  
Continued

	<u>Sep 5, 17</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
SVSS Endowment Fund	17,758.38
US Bank Checking	
Drama Club	1,455.13
US Bank Checking - Other	10,056.81
<b>Total US Bank Checking</b>	<u>11,511.94</u>
<b>US Bank Savings</b>	
MOW Rst.	30,000.00
US Bank Savings - Other	167,119.90
<b>Total US Bank Savings</b>	<u>197,119.90</u>
<b>1040 · Petty cash</b>	
1041 · Cash Drawer	300.00
1042 · Dance Cash Drawer	100.00
<b>Total 1040 · Petty cash</b>	<u>400.00</u>
<b>Total Checking/Savings</b>	<u>226,790.22</u>
<b>Total Current Assets</b>	<u>226,790.22</u>
<b>TOTAL ASSETS</b>	<u><u>226,790.22</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Equity</b>	
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)	49,722.77
Net Income	12,852.42
<b>Total Equity</b>	<u>226,790.22</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>226,790.22</u></u>



### COA Home Delivered Meals Report - FY17/18

	Total Meals	Senior Meals	Service Days	Average Meals per Day	Y -T- D Meals	Unduplicated Clients		Donations Received
						New	Y-T-D	
Jul	2845	2821	20	142.3	2845	170	170	\$ 3,072.00
Aug	3408	3384	24	142.0	6253	10	180	\$ 3,017.00
<b>Totals:</b>	<b>6253</b>	<b>6205</b>	<b>237</b>	<b>26.38</b>	<b>6,253</b>	<b>180</b>	<b>180</b>	<b>\$ 6,089.00</b>

## **Public Housing Waiting List Opens Tuesday, September 12 through Tuesday, September 26, 2017**

The Area Housing Authority of the County of Ventura (AHA) will accept pre-applications for the Public Housing Program from **Tuesday, September 12 through Tuesday, September 26, 2017**. Applications will be accepted from only very low income families whose combined income, adjusted for size, does not exceed 50% of the Ventura County Median Income limit.

The AHA will accept applications only from families whose head of household is at least 18 years of age, or an emancipated minor, according to California State Law. To be eligible for participation, an applicant must also meet all criteria required by the U.S. Department of Housing and Urban Development (HUD) and additional criteria established by the AHA.

Please note that a family may be a single person or a group of persons. Current residents of the cities of Camarillo, Fillmore, Moorpark, Ojai, Simi Valley, Thousand Oaks, or any unincorporated area of the County of Ventura will also receive a selection priority in accordance with the AHA's Admissions and Continued Occupancy Policy for the Public Housing Program.

Beginning **Tuesday, September 12**, applications can be downloaded from the AHA website at [www.ahacv.org](http://www.ahacv.org) or picked up during normal weekday business hours at these locations:

Area Housing Authority, 1400 W. Hillcrest Drive, Newbury Park  
(Open 7am to 5pm Monday – Thursday, closed every Friday)

Camarillo City Hall, 601 Carmen Drive, Camarillo  
Fillmore City Hall, 250 Central Avenue, Fillmore  
Moorpark City Hall, 799 Moorpark Road, Moorpark  
Ojai City Hall, 401 S. Ventura Street, Ojai  
Simi Valley City Hall, 2929 Tapo Canyon Drive, Simi Valley  
Thousand Oaks City Hall (Planning Dept), 2100 Thousand Oaks Blvd., Thousand Oaks  
County of Ventura, Human Services Agency, 855 Partridge Drive, Ventura

Completed applications **MUST** be mailed to:  
**Area Housing Authority of the County of Ventura**  
**1400 W. Hillcrest Drive, Newbury Park, CA 91320**

**All applications must be MAILED to the Area Housing Authority. Applications that are e-mailed, faxed or hand delivered will be rejected.**

Qualified applicants will be placed in ranking order by date and time of receipt.

Special Event Support Committee.

The COA member will make funding recommendations along with the other members for funding of grant applications to assist with expenses related to their special event. The time commitment is projected to be two meetings (December 6 and December 13). Nominations will be confirmed at the either the November 13 or November 20 City Council meeting. Staff Contact (Linda Swan [LSwan@simivalley.org](mailto:LSwan@simivalley.org)).