



Simi Valley Council On Aging

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Simi Valley Council On Aging (COA) Monthly Meeting

Agenda

Monday, June 11, 2018

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 (Council Member Mike Judge)
 - B. Community Services (Mara Malch)
 - C. Senior Center (Angel Sierra)
 - D. Ventura County Area Agency on Aging (Antoinette Olson & Neill Spector)
7. Presentations - none
8. Public Statements

This is the time reserved for individuals who wish to make public statements or comments on items within the subject matter and jurisdiction of the COA.
9. Informational Presentations – none
10. Officer, Liaison, Program Manager, and Ad Hoc Committee Reports
 - A. Officer Reports
 1. Vice Chair (Kenneth Sinn)
 2. Treasurer- (Char Jackowitz), Balance Sheet, Profit & Loss Budget vs. Actual, see attached)
 3. Corresponding Secretary (Pete Stong)

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. Home Delivered Meals Liaison (John H. Williams, see attached)
 - 3. Housing Liaison (Judy Pepiot)
 - 4. Senior Kits (Antoinette Olson & Jerie St. Germain)
- C. Ad Hoc Committee Reports
 - 1. Wellness Expo (Janet Plant & Pete Stong)
 - 2. By-laws Review Committee (Sharon McCann)
- 11. Continued Business - none
- 12. New Business
 - A. Discussion/Possible Action on the COA Dances
 - B. Discussion/Possible Action on Cancelling the July and August COA meetings
- 13. Announcements of Upcoming Senior Center Events/Programs
 - Stars & Stripes Ice Cream Social, July 14, 2018 from 2:00 to 4:00 p.m.
- 14. Suggested Agenda Items for the September 10, 2018 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

Toni Olson called the meeting to order at 1:00 p.m. and led the Pledge of Allegiance.

2. Roll Call

Stephanie Newbrook called Roll Call. Members present were Jean Cecil, Al Fournier, Char Jackowicz, Stephanie Newbrook, Antoinette Olson, Janet Plant, Ken Sinn, Jerie St. Germain and Pete Stong. 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

A motion was made by Ken Sinn and seconded by Janet Plant to approve the minutes of April 9, 2018. The minutes were approved by a consensus of the Executive Board.

5. Report of COA Chair

Toni Olson welcomed the audience to the month of May with the warmer weather and the May holidays: Mother's Day, Peace Officers' Memorial Day, and Memorial Day. She asked for a moment of silence in memory of our fallen military and police officers. She said May is Older Americans Month, the theme of which this year is "Engage at Every Age."

6. Representative Reports

A. City Council

Council Member Mike Judge mentioned that the City Council will be discussing the Cabrillo Economic Development Corporation's request for more money for the Esperanza Apartments on Katherine Road. He said the Street Fair was great and well attended in its new location at the Town Center. There will be a memorial celebration at Pioneer Cemetery on Memorial Day. The State Farm building is currently up for sale. Fencing has been placed around the building and its parking lot due to recent vandalism. He briefly discussed the City Council's recent vote regarding the sanctuary cities issue. He also reported that the construction near

Sutter's Mill is going to be a Wendy's restaurant. Denny's Restaurant is still closing, and Chick-fil-A is moving into that location.

B. Community Services

Mara Malch announced that the Community Project Grants Review Committee has made its recommendation. She also announced there will be a public meeting on Wednesday, May 30 during which the public can ask questions and give comments about next fiscal year's proposed City Budget.

C. Senior Center

Angel Sierra thanked Jerie St. Germain for his work representing the COA at the recent Street Fair. He also mentioned three events taking place at the Senior Center this month. They are: A discussion of the Prevention and Treatment of C-Diff on Tuesday, May 15, a presentation by the American Red Cross on Emergency Preparedness for Older Adults on Tuesday, May 22, and the Council On Aging's Wellness Expo 2018 on Wednesday, May 23.

D. Ventura County Area Agency on Aging

Neill Spector reported that the VCAAA will receive the first installment of a \$30 million grant on July to assist people who are age 18+ and disabled with health care so they can stay in their homes. The VCAAA meets six times a year. Applications for the Optimal Aging Champion Award are available and should be submitted by June 22 for recognition in September.

7. Presentations - Long Term Care Ombudsman of Ventura County

Toni Olson talked about the Ombudsman Program and what its volunteers do, noting that "Ombudsman" means "advocate." The program's representatives visit board and care facilities to investigate complaints, counsel and listen to residents, and observe facility conditions. In Simi Valley, we have over 50 facilities. The program does need more volunteers willing to receive 50 hours of training. Volunteers are certified by the state and a training session could be held in Simi Valley if there are enough interested volunteers.

8. Public Statements

Toni Olson mentioned a few upcoming local events of interest. An audience member from the San Fernando Valley asked why the COA Friday night dances had been canceled. Chair Olson responded that the subject will be placed on the

agenda for discussion at next month's COA meeting. She brought a few LGBTQ "Safe Zone" stickers, available at the main desk.

9. Informational Presentations – None.

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

A. Officer Reports

1. Vice Chair

No report.

2. Treasurer

Char Jackowitz discussed the Balance Sheet and Profit and Loss Budget vs. Actual on pages 9 and 10. She also reminded everyone to pay for their coffee at the main desk, even if they bring their own cup.

3. Corresponding Secretary

Pete Stong reported he will send out one thank you note this month.

B. Liaison & Program Manager Reports

1. Senior Share Liaison

No report.

2. Home Delivered Meals Liaison

John Williams reported that 153 meals a day were delivered last month. Two community groups reached out to the program last month, donating "bunny baskets" and tray favors.

3. Housing Liaison

Judy Pepiot talked about Vintage at Sycamore Apartments and the Mountain View apartments. She also read from her report on page 12 of the agenda packet. Ms. Pepiot reminded people that there is a Senior Housing Guide available at the front desk and encouraged those in attendance to come out to City Council meetings and show their support for affordable senior housing.

4. Senior Kits

Jerie St. Germain reported that 158 kits were distributed last week. The goal is still to reach 175 kits. Mr. St. Germain was wearing one of the yellow safety vests which the COA approved for purchase at its last meeting, which he said has been very helpful and increased the safety of the Senior Kit and Senior Share volunteers.

C. Ad Hoc Committee Reports

1. Wellness Expo

Janet Plant spoke about the Wellness Expo which will be held next Wednesday, May 23, from 8:00 a.m. to 12:00 p.m. There will be 80 exhibitors and many screenings offered along with 30 advertisers. A final planning meeting is set for Tuesday, May 22. More than 600 visitors are expected to attend.

11. Continued Business – None.

12. New Business

- A. Appointment of a Ventura County Area Agency on Aging (VCAAA) Advisory Council Representative subject to ratification by the City Council.

It was noted that Neill Spector was the only applicant.

Motion made by Janet Plant and seconded by Ken Sinn for Neill Spector to continue as representative.

Board	Ayes	8	Nays	0	Abstentions	0
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Motion passed.

- B. Discussion/Action on a request to purchase a commercial prep table/sink and installation for the Simi Valley Senior Center Kitchen at a cost not to exceed \$7,000

Robert Martin explained the need for the sink and why it was not included at the time of the kitchen renovation. The new sink will help ensure a safer environment and maintain the ongoing adherence to best practices.

Motion made by Pete Stong and seconded by Janet Plant to pay no more than \$7,000 for the purchase and installation of a commercial prep table/sink.

Audience	Ayes	10	Nays	0	Abstentions	3
Board	Ayes	8	Nays	0	Abstentions	1

Motion passed.

C. Appointment of an Ad Hoc Committee Chair for a Bylaws, Policy and Procedure Review Committee

A motion was made by Char Jackowitz to appoint Sharon McCann and seconded by Stephanie Newbrook. The motion passed with a consensus of the Executive Board.

13. Announcements of Upcoming Senior Center Events

Toni Olson announced that the Senior Center will receive a proclamation for Older Americans Month at the City Council meeting tonight and on Wednesday, May 16, there will be an Older Americans Month celebration here at the Senior Center.

14. Suggested Agenda Items for the June 11, 2018 COA Meeting

A discussion about the COA Dances.

15. Adjournment

By consensus of the Executive Board, the meeting was adjourned at 2:20 p.m.

8:35 AM
05/29/18
Cash Basis

Council on Aging
Profit & Loss by Class
July 1, 2017 through May 29, 2018

AGENDA ITEM NO.
10.A.2

	<u>Jul 1, '17 - May 29, 18</u>
Ordinary Income/Expense	
Income	
4 · Contributed support	
4010 · Individual Contribution	5,877.37
4015 · Business Contribution	11,064.74
4 · Contributed support - Other	100.00
Total 4 · Contributed support	<u>17,042.11</u>
5 · Earned revenues	
5310 · Interest-savings/short-term inv	19.31
5340 · Other investment income	1,757.96
5450 · Advertising revenues	1,725.00
5490 · Miscellaneous revenue	16,159.95
5560 · Tickets	15,062.00
5570 · Drawings	399.00
5580 · Table Reservations	11,855.61
Total 5 · Earned revenues	<u>46,978.83</u>
Total Income	<u>64,020.94</u>
Gross Profit	64,020.94
Expense	
7200 · Contract for Service	
7220 · Musicians & bands	8,935.00
Total 7200 · Contract for Service	<u>8,935.00</u>
7500 · Other Contract for Service Exp	
7540 · Professional fees - other	2,200.00
Total 7500 · Other Contract for Service Exp	<u>2,200.00</u>
8100 · Non-Contract for Service Exp	
8110 · Supplies	10,185.02
8112 · Food	805.17
8120 · Advertising	129.50
8125 · Video Rentals	171.50
8160 · Equip rental & maintenance	97.50
8165 · Equipment Purchase	2,035.84
8170 · Printing & copying	214.14
Total 8100 · Non-Contract for Service Exp	<u>13,638.67</u>
8500 · Misc expenses	
8515 · Grants	1,000.00
8530 · Membership dues - organization	506.84
8535 · Participation Fees	44.00
8545 · Mileage	386.96
8590 · Other expenses	4,078.00
Total 8500 · Misc expenses	<u>6,015.80</u>
Total Expense	<u>30,789.47</u>
Net Ordinary Income	<u>33,231.47</u>
Net Income	<u><u>33,231.47</u></u>

8:32 AM
05/29/18
Cash Basis

Council on Aging
Balance Sheet
As of May 29, 2018

	<u>May 29, 18</u>
ASSETS	
Current Assets	
Checking/Savings	
SVSS Endowment Fund	19,516.34
US Bank Checking 5601	
Drama Club	833.11
US Bank Checking 5601 - Other	8,706.31
Total US Bank Checking 5601	<u>9,539.42</u>
US Bank Savings	
MOW Rst.	30,000.00
US Bank Savings - Other	187,813.51
Total US Bank Savings	<u>217,813.51</u>
1040 · Petty cash	
1041 · Cash Drawer	300.00
Total 1040 · Petty cash	<u>300.00</u>
Total Checking/Savings	<u>247,169.27</u>
Total Current Assets	<u>247,169.27</u>
TOTAL ASSETS	<u><u>247,169.27</u></u>
LIABILITIES & EQUITY	0.00

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
Sept	2880	2860	20	144.0	9133	4	184	\$ 2,223.50
Oct	3149	3110	22	143.1	12282	11	195	\$ 3,205.60
Nov	3099	3071	22	140.9	15381	5	200	\$ 3,237.00
Dec	3084	3054	22	140.2	18465	5	205	\$ 2,637.00
Jan	3166	3121	22	143.9	21631	15	220	\$ 3,224.00
Feb	2840	2803	20	142.0	24471	14	234	\$ 2,995.50
Mar	3219	3197	22	146.3	27690	11	245	\$ 2,565.00
Apr	2894	2873	21	137.8	30584	12	257	\$ 3,119.50
May	3277	3254	23	142.5	33861	7	264	\$ 3,011.00
Totals:	33,861	33,548	238	142.27	33,861	264	264	\$ 32,307.10