



Simi Valley Council On Aging

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Simi Valley Council On Aging (COA) Monthly Meeting

Monday, October 12, 2020
1:30 p.m.

Zoom Online Meeting <https://simivalley.zoom.us/j/96952335568>

Or by telephone: Dial US: 1 669 900 9128

Webinar ID: 969 5233 5568

IN ACCORDANCE WITH THE CALIFORNIA GOVERNOR'S EXECUTIVE STAY AT HOME ORDER AND THE COUNTY OF VENTURA HEALTH OFFICER DECLARED LOCAL HEALTH EMERGENCY AND LOCAL ORDER RESULTING FROM THE NOVEL CORONAVIRUS, THE CITY IS NOT CONDUCTING IN-PERSON MEETINGS. TO FIND OUT HOW YOU MAY ELECTRONICALLY PARTICIPATE IN THE COA MEETING AND PROVIDE PUBLIC COMMENT, PLEASE REFER TO AGENDA ITEM 8.

1. Call to Order and Pledge of Allegiance
2. Roll Call
3. Agenda Review
4. Approval of Minutes
5. Report of COA Chair (Janet Plant)
6. Representative Reports
 - a. City Council (Mayor Pro Tem Mike Judge)
 - b. Community Services (Anna M. Medina)
 - c. Senior Center (Angel Sierra)
7. Presentations – None
8. Public Statements

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.

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.

NEW COMMENT PROCEDURE FOR ONLINE MEETINGS DUE TO THE COVID-19 PANDEMIC.

The following options allow for public participation:

- a. Watch the Council On Aging Meeting live online at Zoom: <https://simivalley.zoom.us/j/96952335568>
- b. Listen by telephone: Dial US: 1 669 900 9128 Webinar ID 969 5233 5568
- c. To make a public statement or comment on a specific agenda item, please submit your comment via email by 10:00 a.m. on the Monday of the Council On Aging meeting to the Assistant Community Services Manager at

rmartin@simivalley.org and include the Agenda Item topic and/or your comments. Emails should be limited to 250 words or less. These emails will be provided to the Council On Aging prior to the meeting and made a part of the record. Subsequently, the Council On Aging staff liaison will read the emails received for a period no longer than 30 minutes. Every effort will be made to read all emails into the record, but some emails may not be read due to time limitations. Emails received after 10:00 a.m. but prior to the end of Agenda Item 8 will not be read but will be included as part of the public record.

9. Informational Presentations - None
10. Appointments – None
11. Officer, Liaison, Representative and Ad Hoc Committee Reports
 - a. Officer Report
 1. Treasurer (Bill Oliver, see attached)
 - b. Liaison Report
 1. Housing Liaison
 - c. Representative Report
 1. VCAAA Representative
12. Continued Business – None
13. New Business - None
14. Announcements of Upcoming COA/Senior Center Events/Programs.
 - a. The Senior Center will remain closed until further notice
 - b. COA Executive Board Recruitment, October 1 to November 6, 2020
 - c. Wayne Templeton Volunteer of the Year Nominations, October 1 to November 6, 2020
 - d. RSRPD Community Games, October 13 to 28, 2020
 - e. Thanksgiving Eve Dinner drive-through event, Wednesday, November 25, 2020. Tickets required and can be picked up Monday through Friday from 12:00 to 1:00 p.m. at the Senior Center north entrance beginning Monday November 2, 2020.
15. Suggested agenda items for the COA meeting on Monday, November 9, 2020
16. Adjournment

/s/
Anna M. Medina
Deputy Community Services Director

If any individual has a disability that may require an 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 – Janet Plant called the meeting to order at 1:04 p.m. and led the Pledge of Allegiance.
2. Roll Call – Angel Sierra called Roll Call. Members present were Theresa Lewis, Bill Oliver, Janet Plant, Suzanne Robertson, Jerie St. Germain, Pete Stong and Ed Tingstrom. Linda Allen and Bill Fischer were absent. Angel Sierra 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 – Pete Stong moved to approve the minutes of the meeting on June 8, 2020, and Ed Tingstrom seconded the motion. The motion passed unanimously.
5. Report of COA Chair

Janet Plant thanked the staff and volunteers of the Senior Center for their continued efforts keeping the meal programs going. All COA events are canceled for 2020 except the Thanksgiving Dinner which Angel Sierra will discuss during his report. The COA donated \$500 to Rancho Simi Recreation and Park District for the 2020 Community Games. The Senior Center now has a member management system for compiling contact information and tracking attendance. Everyone will need to fill out a new registration form which will be available in the next few months.

6. Representative Reports
 - a. City Council

Mayor Pro Tem Mike Judge said that the City is still in a holding pattern because of the health emergency. The City will hold more public meetings using Zoom technology. The County is working hard so that COVID-19 related restrictions in Simi Valley can be reduced to transition to reopening local businesses. He said that the Senior Center was open as a Cooling Center and may be activated as a Cooling Center again if the weather warrants it. Hobby Lobby is close to opening and is currently hiring employees. He encouraged people to support local restaurants by ordering takeout, delivery, or enjoying outside dining.

b. Senior Center

Angel Sierra reported that he is scheduled to discuss the possibility of holding a modified drive-through Thanksgiving Eve Dinner at the Senior Center with the Rotary Club. They will have to address logistics such as how to promote the event and distribute tickets and he hopes to announce more information about the event in October. He said that the new member management system registration form will probably be available on the website so people can mail it in prior to coming to the Senior Center. The system can make automated calls to efficiently notify large groups of people. He said the City Manager makes the decision to activate the Cooling Center. Safety precautions such as social distancing were in force during the recent Cooling Center activation so attendees were safe. The Kiwanis held a food drive to benefit the Senior Share program. City staff is currently working on creating a video to recognize City volunteers for their service. Once the video is available, it will be announced in the newsletter. The Senior Center is still closed but the phones are staffed from 8:00 a.m. to 1:00 p.m. Monday through Friday to assist seniors with resource and referral information.

7. Presentations – None.

8. Public Statements

Statements made via email – None.

Statements made via Zoom meeting:

COA Housing Liaison Bob Cottle said that the USA Properties development on Sycamore Drive and Los Angeles Avenue is progressing but that it will be building the market-rate units first. It will probably be another two years before the affordable senior units are available. There are three Assisted Living Facilities being built but the cost to live there is \$5,000 to \$6,000 per month. He said he attended an online housing summit for Ventura County and affordable housing was the primary concern. He encouraged everyone to fill out their census forms if they have not already done so.

Don Novell said that he has had limited community involvement due to family health issues. He said he delivered some COA financial paperwork which Angel Sierra confirmed he received.

9. Informational Presentations - None

10. Appointments

a. COA Executive Board Recruitment, Committee Chair

The Chair appointed Ed Mazeika as the COA Executive Board Recruitment Committee Chair again this year and thanked him for helping.

b. Wayne Templeton Volunteer of the Year Award, Committee Chair

The Chair appointed former award winner Jean Cecil as Chair of the Wayne Templeton Volunteer of the Year Award Committee. Last year's winner, Annette Cramer, will assist Ms. Cecil on the committee.

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

a. Officer Reports

1. Treasurer

Bill Oliver thanked the staff and volunteers for continuing to get food out to the seniors. He referred to Agenda Item 11.a.1. of the agenda packet and said that expenses were for food and mileage for the Senior Share program. \$7,000 was spent in August for the new member management system. Janet Plant said it is amazing that the COA finances are in such good shape despite it not conducting most of the revenue generating events.

b. Liaison & Program Manager Reports

1. VCAAA Representative

Carol Martin attended the last meeting. She said that in this quarter last year the County nutrition programs served 248,000 home-delivered meals. The same quarter this year, it has served 1.8 million home-delivered meals which is amazing. The committee also discussed the Digital Divide as well as issues affecting homeless seniors.

2. Senior Nutrition Program Liaison

Angel Sierra referred to Attachment Item 11.b.2. He said the Senior Share program was serving an average of 70 clients weekly but they are now serving an average of 130 clients.

12. Continued Business – None.

13. New Business – None.
14. Announcements of Upcoming Senior Center Events
 - a. The Senior Center will remain closed until further notice
 - b. COA Executive Board Recruitment, October 1 to November 6, 2020
 - c. Wayne Templeton Volunteer of the Year Nominations, October 1 to November 6, 2020
 - d. 2020 Calendar of Important COA Events - Update
 - e. Moving forward our COA meeting will be held at 1:30 p.m.
15. Suggested Agenda Items for the COA Meeting on October 12, 2020 – None.
16. Adjournment

By consensus of the Executive Board, the meeting was adjourned at 1:42 p.m.

CITY OF SIMI VALLEY • MEMORANDUM

DATE: October 12, 2020
TO: Simi Valley Council On Aging
FROM: Robert Martin, Assistant Community Services Manager
SUBJECT: PROFIT AND LOSS

Profit and Loss Report

The profit and loss (P&L) report (attached) is a summary of the COA's total income and total expenses for the month of September 2020.

During this reporting period, the COA received contributions (revenues/income) from various sources in support of its programs. This includes \$990.00 in individual and business contributions.

During this reporting period, the COA incurred expenses related to the Senior Share program in the amount of \$358.00.

September 2020:

REVENUES:	\$ 990.00
EXPENDITURES:	<u>\$ 358.00</u>
NET INCOME:	\$ 632.00

Staff and the COA Treasurer will be available to answer any questions at the October 12, 2020 meeting.

Simi Valley Council On Aging
Profit & Loss
September 2020

Agenda Item
No. 11.a.1.

	<u>Sep 20</u>
Income	
4 · Contributed Support	
4010 · Individual Contribution	990.00
Total 4 · Contributed Support	<u>990.00</u>
Total Income	990.00
Expense	
8100 · Operating Expenses	
8115 · Nutrition Services	358.00
Total 8100 · Operating Expenses	<u>358.00</u>
Total Expense	<u>358.00</u>
Net Income	<u><u>632.00</u></u>