



Simi Valley Council On Aging

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Simi Valley Council On Aging (COA) Meeting

Monday, September 13, 2021

1:30 p.m.

Zoom Online Meeting <https://simivalley.zoom.us/j/96135366705>

Or by telephone: Dial US: 1 669 900 9128

Webinar ID: 961 3536 6705

DUE TO THE CONTINUED SPREAD OF THE COVID-19 VIRUS, PUBLIC MEETINGS OF THE COUNCIL ON AGING WILL BE VIRTUAL UNTIL FURTHER NOTICE. THE PUBLIC MAY ATTEND THIS MEETING ELECTRONICALLY AND PROVIDE PUBLIC COMMENT. PLEASE REFER TO ITEM 8 OF THIS AGENDA

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 (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 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/96135366705>
- b. Attend by telephone: +1 669 900 9128 Webinar ID: 961 3536 6705
- c. If you wish to make a comment on a specific agenda item, please sign-on via Zoom link <https://simivalley.zoom.us/j/96135366705> and use the raise hand function when this agenda item is called. If you wish to make a public

comment, you must be signed in to the meeting and available at the time the agenda item is called.

- d. Or, if you are unable to sign on to Zoom and wish to make a comment on a specific agenda item, please submit your comment via email by 10:00 a.m. the morning of the meeting date to rmartin@simivalley.org and include the Agenda Item topic and your comments. Emails should be limited to 250 words or less. These emails will be provided to the COA Executive Board prior to the meeting and made a part of the record.

9. Informational Presentations – None

10. Appointments

- a. Ad Hoc Executive Board Nominating Committee Chair
- b. Wayne Templeton Volunteer of the Year Selection Committee Chair
- c. Financial Abuse Specialist Team (FAST) of Ventura County Liaison

11. Officer, Liaison, and Representative Reports

- a. Officer Report
 1. Treasurer (Bill Oliver, see attached)
- b. Liaison Report
 1. Housing Liaison (Bob Cottle)
 2. Community Senior Needs Assessment Ad Hoc Committee (Jeanie Mortensen)
 3. Wellness Expo 2021 (Pete Stong or Edwin C. Tingstrom)
 4. Ad Hoc Housing Committee (Edwin C. Tingstrom)
 5. Senior Nutrition Report (Staff)
- c. Representative Report
 1. VCAAA Representative (Carol Martin and Marietta Sperry)

12. Continued Business – None

13. New Business

- a. Discussion/Action on a recommendation to keep the Executive Board vacancy unfilled until the next recruitment cycle opening October 1 to November 6, 2021
- b. Discussion/Action on offering future COA monthly meetings virtually or in-person and confirming the start time (1:00 p.m. or 1:30 p.m.)

- c. Discussion/Action on a request from the Wellness Expo Committee to increase the Wellness Expo advertising budget by \$300 for a total budget of \$500
- 14. Announcements of Upcoming COA/Senior Center Events/Programs
 - a. The Senior Center reopened on Tuesday, September 7, 2021
 - b. Wellness Expo, September 22, 2021, 8:00 a.m. to 12:00 p.m., to be held in the Civic Center outdoor quad.
- 15. Suggested agenda items for the COA meeting on Monday, October 11, 2021
- 16. Adjournment

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 1:30 p.m. Janet led the Pledge of Allegiance.
2. Roll Call – Raquel Wirth called Roll Call. Members present were Linda Allen, Bill Oliver, Janet Plant, Jerie St. Germain, Pete Stong and Ed Tingstrom. Jean Cecil and Suzanne Robertson were absent and Jeanie Mortensen was excused. Raquel Wirth 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 May 10, 2021, and Edwin C. Tingstrom seconded the motion. The motion passed unanimously.
5. Report of COA Chair

Janet Plant announced that the Simi Valley Chamber of Commerce will hold its annual Street Fair this year on October 30, 2021 at the Simi Valley Town Center. Jerie St. Germain and Linda Allen volunteered to help and Pete Stong said he may be able to help. This is Toni Olson's last month as a VCAAA Advisory Council Representative. Ms. Plant read a letter from VCAAA commending Toni Olson for her many years of excellent volunteer service on the Council.

6. Representative Reports

a. City Council

Council Member Mike Judge stated the City budget is structurally balanced and the City has "bounced back" effectively from the economic impacts over the past year. He said that developers are building fifteen homes off Kuehner Drive just north of the 118 freeway.

b. Community Services

Anna Medina stated that the County of Ventura will be giving free COVID vaccinations at the Cultural Arts Center from 10:00 a.m. to 2:00 p.m. on Wednesday, June 16, 2021.

c. Senior Center

Angel Sierra stated that the interior painting of the Senior Center is complete and the Request for Proposals has been submitted for the installation of

new carpet. He expects the carpet installation to begin in the middle to later part of July, 2021. He said that the COA had a booth at the recent Boomers event on May 22, 2021 which was well attended, especially for an in-person event. He thanked the COA members who facilitated the booth providing information and answering questions. The Senior Center will be open as a Cooling Center starting tomorrow, Wednesday and Thursday from 9:00 a.m. to 7:00 p.m. to anyone who needs respite from the heat.

7. Presentations – None.

8. Public Statements

Statements made via email – None.

Statements made via Zoom meeting

Adriana Sandoval-Jimenez from Gold Coast Health Plan, Emily Bridges from the Independent Living Resource Center, and Kelly Kivlahan, transition advocate from Aging and Disability Resources gave brief statements of introduction and stated they were available for questions. Christopher Latham from Simi Valley Transit said the Americans with Disabilities Act Advisory Council appointed one new member and one alternate member at its June 7, 2021 meeting.

9. Informational Presentations - None

10. Appointments – None

11. Officer, Liaison, and Representative Reports

a. Officer Report

1. Treasurer

Bill Oliver referred to the attachments for this item in the agenda packet and stated he was available to answer any questions. Angel Sierra said the COA will help sponsor the Rancho Simi Recreation and Park District's annual Community Games.

b. Liaison Reports

1. Housing Liaison

Bob Cottle stated the City's Housing Element was released for public review on June 1, 2021 and the Planning Commission met to discuss it on June 9, 2021. He said that about 25% of households in Simi Valley are headed by seniors. There are only 200 units of for-sale

housing for seniors out of 30,000 housing units in Simi Valley. Due to open-space requirements and limited buildable properties, the option to build vertical units may become more common which can cause mobility issues for seniors who have difficulty living in upper-stair units. Higher density housing can also cause traffic concerns. Edwin C. Tingstrom stated that the prices are too high for new housing units and more affordable options are needed for independent seniors. Bill Oliver commented that Alternative Dwelling Units typically rent for less than \$2,000 a month which makes them more affordable. Mr. Cottle said that the final hearing on the Housing Element will be in the fall. Janet Plant established an Ad Hoc Housing Committee to provide feedback to Bob Cottle on Senior Housing concerns to present to City Council. Edwin C. Tingstrom will Chair, and Bill Oliver, Bob Cottle, Linda Allen and Janet Plant will be members. Edwin C. Tingstrom will organize the meetings via Zoom over the summer. Pete Stong inquired about the Assisted Living facility at the east end of Cochran Street and Welcome Court. Mr. Cottle said that the issue is in litigation and referred Mr. Stong to the City Attorney's office for updated information.

2. COVID Resources Update – No report.
3. Community Senior Needs Assessment Ad Hoc Committee – No report.
4. Wellness Expo 2021

Pete Stong stated the Wellness Expo will be held Wednesday, September 22, 2021 from 8:00 a.m. to 12:00 p.m. in the Civic Center Courtyard "City Hall Quad". A "Save the Date" notice has been sent to potential vendors and Simi Valley Adventist Hospital will be a major sponsor of the Expo again this year. A program listing advertisers will be printed.

c. Representative Report

1. VCAAA Representative

Carol Martin stated no meeting was held in June, but the Council will meet in July and she will report back at the September's meeting.

12. Continued Business – None.

13. New Business

- a. Receive and file carryover of FY 2020-21 approved funds for the purchase of furnishings to FY 2021-22

Edwin C. Tingstrom moved and Jerie St. Germain seconded a motion to receive and file the carryover of FY 2020-21 approved funds for the purchase of furnishings to FY 2021-22.

14. Announcements of Upcoming COA/Senior Center Events/Programs

- a. The Senior Center will remain closed until further notice
- b. The COA will be dark (no meetings) in July and August

15. Suggested agenda items for the COA Meeting on Monday, September 13, 2021 – None.

16. Adjournment

By consensus of the Executive Board, the meeting was adjourned at 2:32 p.m.

CITY OF SIMI VALLEY • MEMORANDUM

DATE: September 13, 2021
TO: Simi Valley Council On Aging
FROM: Robert Martin, Assistant Community Services Manager
SUBJECT: PROFIT AND LOSS AND BALANCE SHEET REPORTS

The Profit and Loss (P&L) reports (attached) are a summary of the COA's total income and total expenses for the months of July and August 2021 and Year-to-date (YTD).

During the months of July and August 2021, the COA received \$1,825.00 in contributions in support of its programs and incurred expenses in the amount of \$3,045.66.

PROFIT & LOSS:

REVENUES:

July	\$ 1,200.00
Aug	\$ 625.00

EXPENDITURES:

July	\$ 2,115.25
Aug	\$ 930.41

NET INCOME:

July	(\$ 915.25)
Aug	(\$ 305.41)

July to August 2021 YTD Profit & Loss:

REVENUES:	\$ 1,825.00
EXPENDITURES:	<u>\$ 3,045.66</u>
NET INCOME:	(\$ 1,220.66)

BALANCE SHEET:

The August 2021 Balance Sheet shows the COA's financial solvency with \$496,069.44 in assets and no liabilities. Since the facility closure in March of 2020, the COA has experienced minimal activity, which includes the cancellation of many of its fundraising events.

Staff and the COA Treasurer will be available to answer any questions at the September 13, 2021 meeting.

Simi Valley Council On Aging
Profit & Loss
 July through August 2021

Agenda Item
No. 11.a.1.

	Jul - Aug 21
Income	
4 · Contributed Support	
4020 · Designated Contribution	200.00
Total 4 · Contributed Support	200.00
5 · Earned Revenues	
5580 · Table Reservations	1,625.00
Total 5 · Earned Revenues	1,625.00
Total Income	1,825.00
Gross Profit	1,825.00
Expense	
8100 · Operating Expenses	
8160 · Equipment/Software Maintenance	1,698.10
8165 · Equipment/Software Purchase	786.84
Total 8100 · Operating Expenses	2,484.94
8500 · Program Expenses	
8510 · Supplies	23.57
8512 · Food	327.15
8545 · Mileage	210.00
Total 8500 · Program Expenses	560.72
Total Expense	3,045.66
Net Income	-1,220.66

Simi Valley Council On Aging
Balance Sheet
As of August 31, 2021

Agenda Item
No. 11.a.1.

	<u>Aug 31, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
1105 · U.S. Bank Savings (1105)	235,425.95
5601 · U.S. Bank Checking (5601)	229,891.66
Total Checking/Savings	<u>465,317.61</u>
Total Current Assets	465,317.61
Other Assets	
9601 · VCCF Endowment Fund	30,751.83
Total Other Assets	<u>30,751.83</u>
TOTAL ASSETS	<u>496,069.44</u>
LIABILITIES & EQUITY	
Equity	
30000 · Opening Balance Equity	390,734.23
32000 · Unrestricted Net Assets	106,555.87
Net Income	<u>-1,220.66</u>
Total Equity	<u>496,069.44</u>
TOTAL LIABILITIES & EQUITY	<u>496,069.44</u>

CITY OF SIMI VALLEY • MEMORANDUM

DATE: September 13, 2021

TO: Simi Valley Council On Aging

FROM: Robert Martin, Assistant Community Services Manager

SUBJECT: FOURTH QUARTER SENIOR NUTRITION PROGRAM REPORT FISCAL YEAR 2020-21

The Senior Nutrition Program (SNP) at the Simi Valley Senior Center offers a home delivered meal (Meals On Wheels) and congregate meal options. Both of these programs offer a hot, nutritious noontime meal Monday through Friday to seniors 60 years of age and over. All SNP participants are given the opportunity to make a donation, however donations are not required, but are used to offset the cost of the program.

Below is an overview of the number of meals served in these programs for Fiscal Year 2020-21.

For the period of July 1, 2020 through June 30, 2021, a total of 48,329 home delivered meals were provided and a total of 97,708 congregate meals were served to eligible seniors. The report includes a breakdown by month.

Staff and the COA Senior Nutrition Program Liaison will be available to answer any questions at the September 13, 2021 meeting.

Simi Valley Senior Nutrition Program FY20-21 Report

HDM (C2) Contracted Meals: 43,878 Congregate (C1) Contracted Meals: Total C2 & C1 Meals: 89,355

Home Delivered Meals			Congregate Meals			HDM / Congregate Totals		
	Meals Served	Unduplicated Clients New		Meals Served	Unduplicated Clients New		Meals Served Total	Unduplicated Clients New
Jul	3929	191	Jul COVID	8121	292	Jul	12050	483
Aug	4287	11	Aug COVID	7194	56	Aug	11481	67
Sept	4140	9	Sep COVID	7334	32	Sep	11474	41
Oct	4195	12	Oct COVID	7616	49	Oct	11811	61
Nov	4027	8	Nov COVID	7847	77	Nov	11874	85
Dec	4394	6	Dec COVID	9103	42	Dec	13497	48
Jan	3633	2	Jan COVID	7950	57	Jan	11583	59
Feb	3690	22	Feb COVID	8645	43	Feb	12335	65
Mar	4264	12	Mar COVID	9442	25	Mar	13706	37
Apr	4146	7	Apr COVID	8406	28	Apr	12552	35
May	3724	5	May COVID	7931	25	May	11655	30
Jun	3900	10	Jun COVID	8119	22	Jun	12019	32
YTD Totals:	48,329	295	YTD Totals:	97,708	748	YTD Totals:	146,037	1043

Due to the COVID-19 Emergency the Congregate Meals Program was converted to a Drive-thru Pick Up Meal Program (PUMP) on March 16th, 2020. Drive-thru hours are from 11:30 - 1:00, Monday - Friday at the Senior Center North entrance. An additional 21,655 congregatemeals were added to Senior Nutrition Program contract for FY20-21 under Amendment #1. An additional 13,800 congregatemeals were added under Amendment #2.

CITY OF SIMI VALLEY • MEMORANDUM

DATE: September 13, 2021

TO: Simi Valley Council On Aging

FROM: Robert Martin, Assistant Community Services Manager

SUBJECT: DISCUSSION/ACTION ON A REQUEST FROM THE WELLNESS EXPO COMMITTEE TO INCREASE THE WELLNESS EXPO ADVERTISING BUDGET

In preparation of the Annual Wellness Expo, committee members Pete Stong and Edwin Tingstrom discovered that the current advertising budget allocation for this event is not sufficient to cover costs associated with advertising plans. The current budget allows for \$200 in advertising expenses for the Wellness Expo; however, committee members have identified additional marketing opportunities and are requesting an additional \$300 for a total of \$500 in advertising funds.

Should this request be approved, the COA Treasurer has confirmed that the COA has the reserves to fund this request. A budget amendment to expenditure account 8520, Advertising, would need to be increased by the approved amount.

Prepared by: Robert Martin, Assistant Community Services Manager