



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) Meeting

Monday, January 10, 2022

1:00 p.m.

Zoom Online Meeting <https://simivalley.zoom.us/j/81617364105>

Or by telephone: Dial US: 1 253 215 8782

Webinar ID: 816 1736 4105

DUE TO THE CURRENT SURGE OF COVID-19 CASES IN VENTURA COUNTY, THE COA HAS MOVED TO ONLINE MEETINGS UNTIL FURTHER NOTICE. 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 (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:

The following options allow for public participation:

- a. Watch the Council On Aging Meeting live online at Zoom: <https://simivalley.zoom.us/j/81617364105>
- b. Listen by telephone: +1 253 215 8782 Webinar ID 816 1736 4105
- c. If you wish to make a comment on a specific agenda item, please sign-on via Zoom link <https://simivalley.zoom.us/j/81617364105> 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. on 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
 - a. Wayne Templeton Volunteer of the Year Award (Ed Mazeika & Jean Cecil)
 - b. Senior Share update (Tom Poyser)
 - c. Introduction of COA Executive Board Candidates (Pete Stong)
 10. Appointments – None
 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. COA Dance Committee Chair (Linda Allen)
 4. Senior Nutrition Report (Ed Mazeika, see attached)
 5. Financial Abuse Specialist Team (FAST) (Carol Martin)
 - c. Representative Report
 1. VCAAA Representative (Carol Martin and Marietta Sperry)
 12. Continued Business – None
 13. New Business
 - a. Open election by the COA general membership to recommend five candidates for the COA Executive Board
 - b. Discussion/Action on a recommendation to the City Council to appoint the COA Executive Board candidates elected by the general membership
 14. Announcements of Upcoming COA/Senior Center Events/Programs
 - a. COA Dance, February 11, 2022 – Cancelled
 - b. Bingo Bonanza, February 26, 2022 - Cancelled
 15. Suggested agenda items for the COA meeting on Monday, February 14, 2022
 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 1:00 p.m. and led the Pledge of Allegiance.
2. Roll Call – Raquel Wirth called Roll Call. Members present were Jean Cecil, Jeanie Mortensen, Bill Oliver, Janet Plant, Suzanne Robertson, Pete Stong and Ed Tingstrom. Linda Allen and Jeanie Mortensen were excused absences. 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 – Edwin C. Tingstrom moved to approve the minutes of the meeting on November 8, 2021, and Pete Stong seconded the motion. The motion passed unanimously.
5. Report of COA Chair

Janet Plant thanked everyone for attending the meeting and reported that the New Year's Eve Dance is scheduled for December 30, 2021.

6. Representative Reports
 - a. City Council – No report.
 - b. Community Services
 - c. Senior Center

Anna Medina wished everyone a happy and safe holiday.

Angel Sierra stated that the Senior Center will be closed on December 23, 24 and 31 in observance of the holidays. He announced that Raquel Wirth was promoted to Assistant Community Services Manager.

7. Presentations – None.
8. Public Statements
9. Informational Presentations

Richard Harper reported that former COA Executive Board member Joe Beautz is residing at a local facility and has information where friends could call or visit him if they would like.

a. Use of mobility devices in the public right of way

Sergeant Joshua K. McAlister from the Simi Valley Police Department explained that normal traffic laws do not apply because mobility devices are not considered “vehicles” under the vehicle code. He gave an overview of safety measures that mobility device users can take such as wearing reflective clothing, going the same direction as traffic, and installing a horn on their device.

10. Appointments – None.

11. Officer, Liaison, and Representative Reports

a. Officer Report

1. Treasurer

Bill Oliver reviewed the financial reports included in the agenda packet. He stated that the COA is looking for an accountant who is able to come to the Senior Center twice a month to complete about five hours of bookkeeping, and to please see him if there are any members who know of someone who may be interested in that position.

b. Liaison Reports

1. Housing Liaison

Bob Cottle reported that the City is seeing an increase in rental rates. He stated that the Assisted Living Facility on the east end of Cochran Street near Yosemite Avenue has been sold.

2. Community Senior Needs Assessment Ad Hoc Committee

On behalf of Jeanie Mortensen, Janet Plant stated that the survey has been submitted to the City and that staff will follow up to address some questions from the City.

3. COA Executive Board Recruitment

Pete Stong reported that there are five applicants for five available positions on the COA Executive Board. Ted Andrews, Mira Chalfant and Karen Cline were present. Diane LaDouceur was not present and Mr. Stong noted that Richard Strayer was out of town.

4. Wayne Templeton Volunteer of the Year Award

Ed Mazeika stated that the committee chose an awardee from three well-qualified individuals who were nominated and that the individual's name will be announced at the January 10, 2022 COA meeting.

5. Financial Abuse Specialist Team (FAST)

Carol Martin reported that FAST is forming teams to go to senior centers and other facilities to give educational presentations on financial abuse and scams.

c. Representative Report

1. VCAAA Representative

Carol Martin brought two flyers explaining restaurant food programs for individuals who receive CalFresh. She reported that the VC Connects program provides computer kits to seniors at Ventura County Libraries. Raquel Wirth noted that Simi Valley Library is not part of the county library system. Carol Martin stated she would look into finding out how Simi Valley seniors can access the program.

12. Continued Business – None.

13. New Business

a. Discussion/Action on a request from the Council On Aging Ad Hoc committee to allocate funding to memorialize former volunteers and consider eligibility criteria for memorial wall

Edwin C. Tingstrom made a motion to accept the committee's recommendation of \$100 per plaque, to work with the City to prepare the Memorial Wall, and that names for the wall can be submitted to the COA Executive Board for consideration throughout the year. The motion was seconded by Pete Stong.

Audience: 8 Ayes; 0 Nays; 0 Abstentions

Board 6 Ayes; 0 Nays; 0 Abstentions

Motion passed.

- b. Discussion/Action on a request to allocate funding to install lighting in the Senior Center Patio

Suzanne Robertson moved to allocate funding in the amount not to exceed \$10,000 to install lighting in the Senior Center Patio and Edwin C. Tingstrom seconded the motion.

Audience: 10 Ayes; 0 Nays; 0 Abstentions

Board 6 Ayes; 0 Nays; 0 Abstentions

Motion passed.

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

- a. COA New Year's Eve Eve Dance, Thursday, December 30, 2021, 7:00 p.m. to 11:00 p.m.
- b. COA Dance, Friday, January 14, 2022, 7:30 p.m. to 10:00 p.m.

15. Suggested agenda items for the COA Meeting on Monday, January 10, 2022

Ted Andrews suggested an agenda item that the COA consider moving some of its checking account funds into an interest-bearing account.

16. Adjournment

By consensus of the Executive Board, the meeting was adjourned at 2:00 p.m.

CITY OF SIMI VALLEY • MEMORANDUM

DATE: January 10, 2022
TO: Simi Valley Council On Aging
FROM: Robert Martin, Assistant Community Services Manager
SUBJECT: PROFIT AND LOSS AND BALANCE SHEET SUMMARY

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

The COA received \$3,216.00 in contributions from various private donors and organizations, Senior Center clubs like the Bingo and Duplicate Bridge, as well as sales from the NYEE Dance, all in support of its programs. The COA also incurred expenses in the amount of \$4,437.63, which included the purchase of additional MySeniorCenter key tags, costs associated with the purchase of promotional items for the COA, subsidies to augment the Senior Share bags for the Holidays, and meal site entertainment costs.

December 1, 2021 to December 31, 2021 - Profit & Loss:

REVENUES:	\$ 3,216.00
EXPENDITURES:	<u>\$ 4,437.63</u>
NET INCOME:	\$ (1,221.63)

July 1, 2021 to December 31, 2021 - YTD Profit & Loss:

REVENUES:	\$22,180.06
EXPENDITURES:	<u>\$11,314.86</u>
NET INCOME:	\$10,865.20

January 4, 2022 - BALANCE SHEET:

The January 4, 2022 Balance Sheet shows the COA's financial solvency with \$505,493.36 in assets and no liabilities.

Staff and the COA Treasurer will be available to answer any questions at the January 10, 2022 meeting.

Simi Valley Council On Aging
Profit & Loss
 December 2021

Agenda Item
No. 11.a.1.

	Dec 21
Income	
4 · Contributed Support	
4010 · Individual Contribution	206.00
4020 · Designated Contribution	2,002.00
Total 4 · Contributed Support	2,208.00
5 · Earned Revenues	
5560 · Ticket Sales	516.00
5580 · Table Reservations	492.00
Total 5 · Earned Revenues	1,008.00
Total Income	3,216.00
Gross Profit	3,216.00
Expense	
8100 · Operating Expenses	
8125 · Video Rentals	19.15
8165 · Equipment/Software Purchase	1,644.82
Total 8100 · Operating Expenses	1,663.97
8500 · Program Expenses	
8512 · Food	756.31
8520 · Advertising	77.10
8535 · Community/Club Support	1,050.25
8545 · Mileage	90.00
8580 · Musicians & Bands	800.00
Total 8500 · Program Expenses	2,773.66
Total Expense	4,437.63
Net Income	-1,221.63

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

Agenda Item
No. 11.a.1.

	Jul - Dec 21
Income	
4 · Contributed Support	
4010 · Individual Contribution	10,221.00
4015 · Business Contribution	5.00
4020 · Designated Contribution	2,310.05
Total 4 · Contributed Support	12,536.05
5 · Earned Revenues	
5310 · Investment - Interest Gains	790.01
5560 · Ticket Sales	5,537.00
5580 · Table Reservations	3,317.00
Total 5 · Earned Revenues	9,644.01
Total Income	22,180.06
Gross Profit	22,180.06
Expense	
8100 · Operating Expenses	
8115 · Investment - Int. Loss/Charges	681.21
8125 · Video Rentals	83.83
8160 · Equipment/Software Maintenance	2,484.94
8165 · Equipment/Software Purchase	3,525.94
Total 8100 · Operating Expenses	6,775.92
8500 · Program Expenses	
8510 · Supplies	467.88
8512 · Food	1,118.71
8520 · Advertising	77.10
8535 · Community/Club Support	1,050.25
8545 · Mileage	540.00
8580 · Musicians & Bands	1,185.00
8590 · Special Expenses	100.00
Total 8500 · Program Expenses	4,538.94
Total Expense	11,314.86
Net Income	10,865.20

Simi Valley Council On Aging
Balance Sheet
As of January 4, 2022

Agenda Item No. 11.a.1.
--

	Jan 4, 22
ASSETS	
Current Assets	
Checking/Savings	
1105 · U.S. Bank Savings (1105)	235,428.89
5601 · U.S. Bank Checking (5601)	241,868.72
Total Checking/Savings	477,297.61
Total Current Assets	477,297.61
Other Assets	
9601 · VCCF Endowment Fund	28,195.75
Total Other Assets	28,195.75
TOTAL ASSETS	505,493.36
LIABILITIES & EQUITY	
Equity	
30000 · Opening Balance Equity	390,734.23
32000 · Unrestricted Net Assets	103,893.93
Net Income	10,865.20
Total Equity	505,493.36
TOTAL LIABILITIES & EQUITY	505,493.36

CITY OF SIMI VALLEY • MEMORANDUM

DATE: January 10, 2022
TO: Simi Valley Council On Aging
FROM: Robert Martin, Assistant Community Services Manager
SUBJECT: SENIOR NUTRITION PROGRAM REPORT

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 the first two quarters of Fiscal Year 2021-22.

For the period of July 1, 2021 through December 31, 2021, a total of approximately 20,463 home delivered meals were provided to eligible seniors and a total of 24,143 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 January 10, 2022 meeting.

Senior Nutrition Program FY21-22 Report

HDM (C2) Contracted Meals:

Congregate (C1) Contracted

Total C2 & C1 Meals:

Home Delivered Meals		Congregate Meals		HDM / Congregate Totals	
Meals Served		Meals Served		Meals Served	
				Total	
Jul	3601	Jul COVID	8304	Jul	11905
Aug	3269	Aug COVID	5595	Aug	8864
Sept	3317	Sep COVID	3225	Sep	6542
Oct	3379	Oct	2827	Oct	6206
Nov	3334	Nov	2458	Nov	5792
*Dec	3563	Dec	1734	Dec	5297
Jan	0	Jan	0	Jan	0
Feb	0	Feb	0	Feb	0
Mar	0	Mar	0	Mar	0
Apr	0	Apr	0	Apr	0
May	0	May	0	May	0
Jun	0	Jun	0	Jun	0
YTD Totals:		20,463	YTD Totals:		24,143
			YTD Totals:		44,606

* Numbers reported here are not final