



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, January 9, 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 Liaison (Mike Judge)
 - B. Deputy Director (Mara Malch)
 - C. Senior Services Assistant Manager (Robert Martin)
 - D. Ventura County Area Agency on Aging (Neil Spector)
 - E. Task Force On Homelessness (June-Marie von Osinski)
7. Presentations
 - A. Volunteer of the Month for December – Bring Your Own Craft Group
 - B. Long Term Care Ombudsman Program – Dan Ulhar
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. Officer, Liaison, Program Manager, and Ad Hoc Committee Reports
 - A. Officer Reports
 1. Vice Chair (Alan Fournier)
 2. Treasurer (Karen Cline, see attached)
 3. Corresponding Secretary (Stephanie Newbrook)

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. Lifeline Liaison (Don Novell)
 - 3. Meals On Wheels Liaison (John H. Williams, see attached)
 - 4. Housing Liaison (Judy Pepiot)
- C. Ad Hoc Committee Reports
 - 1. Patio Design Committee (Henry Kraus)
 - 2. Dance Committee (Interim- Char Jackowicz)
 - 3. Senior Support Committee (Karen Cline)
- 10. Continued Business
 - A. Discussion/Action on Patio Design Budget
- 11. New Business
 - A. Appointment of Char Jackowicz as the Chair of the Wellness Expo Committee.
 - B. Appointment of Char Jackowicz as the Chair of the COA Dance Committee.
 - C. Discussion/Action on whether to participate in the Sunrise Living Health Fair Saturday, January 28, 2017, from 10:00 a.m. to 2:00 p.m. (see attached)
 - D. Discussion/Action to allocate funds not to exceed \$3,000 for the purchase of eleven wire racks for the Senior Share Program. (see attached)
 - E. Discussion/Action to allocate additional funds not to exceed \$40,000 to the Meals On Wheels Program from FY2016-17 to FY2019-20. (see attached)
 - F. Introduction of the candidates for the COA Executive Board
 - G. Open election by the COA general membership to recommend four candidates for the COA Executive Board
 - H. Discussion/Action on a recommendation to the City Council to appoint the COA Executive Board candidates elected by the general membership
- 12. Announcements of Upcoming Senior Center Events
 - A. January 13 - Friday Night Dance "Winter Wonderland" 7:30 p.m.

13. Suggested Agenda Items for the February 13, 2017, COA meeting
14. 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 1:03 p.m. Teri Thomson led the Pledge of Allegiance.
2. Roll Call – June-Marie von Osinski called Roll Call. Members present were Jean Cecil, Al Fournier, Fred Goldberg, Char Jackowitz, Ed Mazeika, Sharon McCann, Stephanie Newbrook, and June-Marie von Osinski. Karen Cline was excused.
3. Agenda Review – By consensus of the Executive Board, the agenda was approved with item 7. A. tabled until next month.
4. Approval of Minutes - The minutes of November 14, 2016, were approved by a consensus of the Executive Board with the correction that Ed Mazeika was present.
5. Report of COA Chair - Sharon McCann thanked the Rotary Club for hosting the Thanksgiving Eve Dinner. She reported that she spoke as a citizen at the City Council meeting on December 5th in support of the Many Mansions proposed housing project for low income senior veterans to be located next to the Senior Center, expressing concerns over available parking. She said the City Council voted to approve the project to go before the Planning Commission with the condition that the number of units is reduced to 25 and the number of parking stalls is increased to 25. Chair McCann wished everyone a Merry Christmas, Happy Hanukah, and Happy New Year.
6. Representative Reports
 - A. City Council Liaison - Mike Judge reaffirmed the fact that the Many Mansions housing project has been approved by the City Council to move forward in the development process with the aforementioned conditions. He stated there is a moratorium on massage parlors and the Police Department has been given authority to tighten up enforcement. He confirmed Arby's will be located in the old Del Taco location on East Los Angeles Avenue by the end of the year, Ulta Beauty Supply will move into the Town Center next to Marshall's, and that Denny's is looking for a new location in Simi Valley. He said the Aaron Brothers store closed suddenly. Council Member Judge reported that at this Thursday's Neighborhood Council #3 meeting, a request to redevelop an existing retail center, located at the northwest corner of Tapo Canyon Road and Cochran Street will be discussed.

- B. Deputy Director - Mara Malch introduced herself as the new Deputy Director and informed members the Senior Center will fall under her authority; however, Laurie Dickinson will continue to handle day to day duties until she retires in June 2017.
 - C. Senior Services Assistant Manager - Robert Martin reminded people that they must re-new their Senior News subscriptions by turning in their label at the main desk by January 2, 2016. He also reported that the Home Share program is still in need of homeowners that have rooms for rent. He reminded members that Decibel Hearing provides free hearing screenings at the Senior Center and people can sign up at the main desk.
 - D. Ventura County Area Agency on Aging Representative(s) – No Report.
 - E. Task Force on Homelessness – No Report.
7. Presentations
- A. Volunteers of the Month – Robert Martin informed members the Bring Your Own Crafts Group would be recognized at the January COA meeting.
8. Public Statements – Laurie Dickinson presented Robert Martin with his ten-year service pin. She commended his passion for working with seniors as well as his willingness to take on the kitchen renovation project set to begin in January 2017.
9. Officer, Liaison, Program Manager, and Ad Hoc Committee Reports
- A. Officer Reports
 - 1. Vice Chair – No Report.
 - 2. Treasurer – In Karen Cline’s absence, Don Novell referred to the Profit and Loss Statement’s Budget versus Actual for Miscellaneous Revenue. He said actual revenue is double the projected amount because of fundraising events such as Opportunity Baskets, Rummage Sales and COA dances which were not budgeted for, as well as a \$10,000 donation from “One of the Girls”, a non-profit organization. Also, Program Expense has a budget of \$10,000 in support of the Meals On Wheels program but the COA has not received a bill to date. Those two factors account for why the COA budget is over \$26,000 in the positive.
 - 3. Corresponding Secretary - Stephanie Newbrook reported that four thank you letters were sent out in November.

B. Liaison & Program Manager Reports

1. Senior Share Liaison - Joe Beautz reported that 98 seniors are participating in the program at this point in time. He thanked The Center for Spiritual Living for providing supplemental bags for the Thanksgiving and Christmas holidays.
2. Lifeline Liaison - Don Novell reported that the Go Safe alert buttons (which work inside or outside your home), are now available. The cost is \$64 per month but he emphasized that they work with an applicant's ability to pay, thanks to financial assistance from the COA. Applications are available at the main desk.
3. Meals On Wheels Liaison - John H. Williams reported that 2,892 meals were served in November, with 11 people on the waiting list. There are 36 drivers and the program still needs an additional volunteer driver.
4. Housing Liaison - Judy Pepiot referred to the housing liaison report in the agenda packet.

C. Ad Hoc Committee Reports

1. Dance Committee - Char Jackowitz thanked Stephanie Newbrook for Co-chairing the dances with her. She said 94 people attended the last dance and the Senior Center's Scrapbooking Club made the centerpieces. She thanked Jean Cecil for her volunteer efforts in the kitchen. She also informed members that the New Year's Eve-Eve dance is sold out with a waiting list.
2. Patio Design Committee - Henry Kraus said that final touches are being done on the patio designs and they should be available soon for seniors to give feedback. He said he hopes to have a consensus on the design by the January 2017 COA meeting.
3. Senior Support Committee – Don Novell reported for Karen Cline, saying that the committee is looking for ways the COA can help seniors in the City of Simi Valley, not just those who attend the Senior Center.
4. Annual Fund Drive Committee - Sharon McCann said that the Annual Fund Drive is complete and thanked everyone for their contributions. She gave special thanks to the Senior Center Bridge Groups for their generous donations.

10. Continued Business

- A. Discussion/Action on Patio Design Budget – This item has been tabled to the January 2017 COA meeting.

11. New Business

- A. Appointment/Assignment to speak on behalf of the COA at the City Council meetings on January 23, June 6, October 30, and December 11, 2017. The COA Executive member will provide a three to five minute verbal presentation providing a recap of the COA's achievements, fundraisers, and various actions.

Char Jackowicz volunteered for the January 23, 2017 meeting and Sharon McCann volunteered for the June 6, 2017 meeting. Volunteers will be assigned to the other two dates at a later time.

- B. Announcement of the Candidates for the COA Executive Board.
The six candidates to fill the four positions on the COA Executive Board are Dia Wolfe, Antoinette Olson, Roberta "Robin" Gagliano, Kenneth Sinn, Jean Cecil, and Stephanie Newbrook.

- C. Discussion/Action on the Additional Funding Request by Senior Concerns dated November 15, 2016.

Senior Concerns is requesting \$10,000 to fund transportation for ten seniors to attend their Adult Day Care program in Thousand Oaks. A motion was made by Fred Goldberg and seconded by June-Marie von Osinski to deny providing \$10,000 to fund transportation for ten seniors to attend the Senior Concerns Adult Day Care program.

Audience	Ayes	8	Noes	0	Abstentions	5
Board	Ayes	5	Noes	0	Abstentions	2

The motion passed.

12. Announcements of Upcoming Events

- A. Holiday Party with special refreshments and entertainment December 21, 2016, 10:30 a.m. to 12:30 p.m.
- B. COA Dance New Year's Eve-Eve Dance, December 30, 2016, from 7:00 p.m. to 11:00 p.m.

13. Suggestions of Agenda Items for the January 9, 2017, Annual COA meeting – None.

14. Adjournment - Meeting adjourned at 2:00 p.m.

9:12 AM
01/03/17
Cash Basis

Council on Aging
Profit & Loss Budget vs. Actual
July 1, 2016 through January 3, 2017

	Jul 1, '16 - Jan 3, 17	Budget
Ordinary Income/Expense		
Income		
4 · Contributed support		
4010 · Individual Contribution	5,242.67	4,809.68
4015 · Business Contribution	11,354.07	2,372.58
Total 4 · Contributed support	16,596.74	7,182.26
5 · Earned revenues		
5310 · Interest-savings/short-term inv	6.71	0.00
5340 · Other investment income	590.99	0.00
5490 · Miscellaneous revenue	13,831.71	7,215.32
5560 · Tickets	10,195.25	8,136.13
5570 · Drawings	760.00	518.23
5580 · Table Reservations	2,525.00	4,300.00
Total 5 · Earned revenues	27,909.66	20,169.68
Total Income	44,506.40	27,351.94
Gross Profit	44,506.40	27,351.94
Expense		
7200 · Contracted personnel services		
7220 · Musicians & bands	5,175.00	5,090.48
Total 7200 · Contracted personnel services	5,175.00	5,090.48
7500 · Other personnel expenses		
7540 · Professional fees - other	1,400.00	1,219.35
Total 7500 · Other personnel expenses	1,400.00	1,219.35
8100 · Non-personnel expenses		
Credit Card Fees	4.19	0.00
8110 · Supplies	4,616.38	4,126.94
8112 · Food	107.43	1,714.19
8115 · Program Expense	0.00	12,177.16
8125 · Video Rentals	103.14	104.80
8160 · Equip rental & maintenance	56.45	310.00
8165 · Equipment Purchase	29.79	0.00
8170 · Printing & copying	202.44	200.00
Total 8100 · Non-personnel expenses	5,119.82	18,633.09
8500 · Misc expenses		
8515 · Grants	2,000.00	2,096.77
8530 · Membership dues - organization	175.00	0.00
8545 · Mileage	0.00	314.52
8590 · Other expenses	1,998.81	2,509.68
Total 8500 · Misc expenses	4,173.81	4,920.97
Total Expense	15,868.63	29,863.89
Net Ordinary Income	28,637.77	-2,511.95
Net Income	28,637.77	-2,511.95

Council on Aging
Balance Sheet *
As of January 3, 2017

	<u>Jan 3, 17</u>
ASSETS	
Current Assets	
Checking/Savings	
AMX Netflix	14.05
SVSS Endowment Fund	16,889.05
US Bank Checking	
Drama Club	1,047.87
US Bank Checking - Other	13,619.41
Total US Bank Checking	<u>14,667.28</u>
US Bank Savings	177,107.59
1040 - Petty cash	
1041 - Cash Drawer	300.00
1042 - Dance Cash Drawer	100.00
Total 1040 - Petty cash	<u>400.00</u>
Total Checking/Savings	<u>209,077.97</u>
Total Current Assets	<u>209,077.97</u>
TOTAL ASSETS	<u>209,077.97</u>
LIABILITIES & EQUITY	
Equity	
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)	16,225.17
Net Income	28,637.77
Total Equity	<u>209,077.97</u>
TOTAL LIABILITIES & EQUITY	<u>209,077.97</u>

COA Home Delivered Meals Report - FY16/17

	Total Meals	Senior Meals	Service Days	Average Meals per Day	Y -T- D Meals	Unduplicated Clients		Donations Received
						New	Y-T-D	
Jul	2888	2812	20	144.4	2888	166	166	\$ 3,129.50
Aug	3246	3191	24	135.3	6134	12	178	\$ 3,782.50
Sept	3016	2967	21	143.6	9150	8	186	\$ 4,176.00
Oct	2901	2854	21	138.1	12051	5	191	\$ 4,386.50
Nov	2937	2892	22	133.5	14988	9	200	\$ 2,850.00
Dec	3290	3239	23	143.0	18278	9	209	\$ 3,710.00
Totals:	18278	17955	131	139.53	18,278	209	209	\$ 22,034.50



Heart Happy Awareness Wellness Event

Where

Sunrise of Simi Valley
190 Tierra Rejada Rd.
Simi Valley, CA 93065
805-584-8881

When

Saturday, January 28th

Time

10:00 am – 2:00 pm



RSVP to Sarah Record srecord@firstlighthomecare.com



TEL 1-800-295-5510 • FAX 1-800-295-5571 • WEB Uline.com
 E-MAIL customer.service@uline.com

Pricing Request No:
 WB69952180

Bill to:

Simi Valley Council On Aging
 3900 Avenida Simi
 SIMI VALLEY, CA 93063

Ship to:

Simi Valley Council On Aging
 3900 Avenida Simi
 SIMI VALLEY, CA 93063

Customer No.		Ship Via	Request Date	
0		Motor Freight - Total Transport	December 30, 2016	
Quantity Requested	U/M	Item No./ Description	Unit Price	Extended Price
11	EA	H-4256 Mobile Shelving - 48 x 18 x 78"	229.00	2,519.00

Thank you for your interest in Uline.

\$2,519.00	\$74.74	\$188.93	\$2,782.67
SUBTOTAL	SHIPPING	TAX	TOTAL

Search

Mobile Shelving - 48 x 18 x 78"



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MODEL NO.	DIMENSIONS W x D x H	SHELF QTY.	CAPACITY (LBS.)	WT. (LBS.)	PRICE EACH		ADD TO CART
					1	3+	
H-4256	48 x 18 x 78"	4	1,000	75	\$239	\$229	<input type="text" value="1"/> <input type="button" value="ADD"/>

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CITY OF SIMI VALLEY • MEMORANDUM

DATE: December 14, 2016

TO: Ventura County Area Agency on Aging Senior Nutrition Program Administrator

FROM: City of Simi Valley Senior Nutrition Program Grantee

SUBJECT: Request to exceed our VCAAA SNP HDM by a total of 5%

City staff is tentatively requesting that Ventura County Area Agency On Aging, Senior Nutrition Program consider a request to increase support to the Simi Valley Senior Nutrition Home Delivered Meals (HDM) by 5%. This would increase the City's annual total meals from 36,770 to 38,609. This approval would be from the date of the approved and signed Amendment to the end of the FY June 30, 2020. This request is subject to the approval of the Simi Valley Council On Aging (COA) and the City Manager.

To continue the additional HDM service from July 1, 2017 to June 30, 2020. The Simi Valley Council On Aging (COA), will be requested to support this request as follows at its January 9, 2017 meeting.

Fiscal Year	Meal Cost \$4.00 per meal	Program Cost \$3.00 per meal	Total Cost
2016-17*	VCAAA will cover	\$ 2,205	\$ 2,205
2017-18	\$ 7,056	\$ 5,292	\$12,348
2018-19	\$ 7,056	\$ 5,292	\$12,348
2019-20	\$ 7,056	\$ 5,292	\$12,348

*This will be from February to June 30, 2017 or five months of service. VCAAA will be covering the Meal Cost for the remainder of FY 2016-17.

Total Cost = Meal Cost or Program Cost x Recipients (7) x Service Days (21) x Months

The total support from the COA will not exceed: **\$39,249**

The City appreciates VCAAA's ongoing willingness to review its remaining funding each FY in December, also known as One Time Only Funding, to provide the Simi Valley HDM program with additional funds if available and upon request.

 Prepared by: Robert Martin