

## **Simi Valley Council On Aging (COA) Monthly Meeting**

Monday, December 9, 2019

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 (Anna Medina)
  - 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
  - a. Introduction of COA Executive Board Applicants
  - b. Dedication of the Senior Share Closed Pantry
  - c. Certificate of Appreciation to Vons Supermarket
  - d. Certificate of Appreciation to Center for Spiritual Living Simi Valley
  - e. Certificate of Appreciation to the Bring Your Own Crafts Volunteers
10. Appointments - None
11. Officer, Liaison and Ad Hoc Advisory Committee Reports
  - a. Officer Reports
    1. Vice Chair (Jerie St. Germain)
    2. Treasurer (Char Jackowitz, see attached)
    3. Corresponding Secretary (Bill Oliver)

#### **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 Report(s)
  - 1. Senior Share Liaison (Joe Beautz)
  - 2. Senior Nutrition Liaison (Ed Mazeika, see attached)
  - 3. Dance Liaison (Janet Plant)
- c. Ad Hoc Advisory Committee Reports
  - 1. Thanksgiving Eve Dinner
  - 2. Finance Ad Hoc Committee (Bill Fischer)
  - 3. Speakers Bureau & Community Outreach Committee (Jerie St. Germain)
  - 4. COA Executive Board Nomination Committee (Ed Mazeika)
- 12. Continued Business – None
- 13. New Business – None
- 14. Announcements of Upcoming COA/Senior Center Events/Programs
  - a. City Council, COA Update, Monday, December 9, 2019, 6:00 p.m.
  - b. COA Dance, Friday, December 14, 2019, 7:30 p.m.
  - c. New Year's Eve Eve Dance, Monday, December 30, 2019, 7:30 p.m.
  - d. COA Dance, Friday, January 10, 2020, 7:30 p.m.
- 15. Suggested Agenda Items for the COA meeting on Monday, January 13, 2020
- 16. Adjournment

/s/  
\_\_\_\_\_  
Anna M. Medina  
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 – Janet Plant called the meeting to order at 1:05 p.m. and led the Pledge of Allegiance.
2. Roll Call – Theresa Lewis called Roll Call. Members present were Bill Fischer, Al Fournier, Theresa Lewis, Char Jackowicz, Bill Oliver, Janet Plant, Jerie St. Germain, Pete Stong, and Ed Tingstrom. Theresa Lewis 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 – Ed Tingstrom moved to approve the minutes of the meeting on October 14, 2019, and Char Jackowicz seconded the motion. The motion passed unanimously.
5. Report of COA Chair

Janet Plant stated that COA Executive Board applications are still being accepted.

6. Representative Reports

- a. City Council

Council Member Mike Judge commended the fire department personnel for their efforts to protect the Ronald Reagan Library from the recent wildfires. The Senior Center is not an evacuation center during emergencies unless the City Manager activates it as one. People can sign up to receive emergency alerts at [www.vcemergency.com](http://www.vcemergency.com) and for the Nixle alert service at [www.nixle.com](http://www.nixle.com) or by texting their zip code to 888777. Mr. Judge thanked Veterans for their service and wished everyone a good Thanksgiving.

- b. Community Services

Anna Medina reported that the K-Tel All Stars are playing at the Cultural Arts Center (CAC) on December 4, 2019 and Elf will be playing December 14 – 29, 2019. There will also be a Holiday Boutique at the CAC from 10:00 a.m. to 4:00 p.m. on November 23, 2019 and the Inspire Entrepreneurship event at the CAC on November 5, 2019. Ms. Medina thanked Veterans for their service and wished everyone a Happy Thanksgiving

c. Senior Center

Angel Sierra stated that staff from Southern California Edison were at the Senior Center during the recent wildfires to assist people in signing up to receive Public Safety Power Shutoff alerts. He thanked the Arts & Crafts Fair and Rummage Sale volunteers for their effort. The Drama Club will be presenting "A Christmas Variety Show" on December 5 and 6, and the annual Thanksgiving Eve Dinner will be held on Wednesday, November 27, and tickets for the dinner will be available beginning November 12, 2019, at 8:00 a.m. He encouraged people to sign up for the Senior Center newsletter. Mr. Sierra also encouraged attendance at presentations since future offerings are dependent upon how many people are present.

d. Ventura County Area Agency on Aging – No report.

7. Presentations – None.

8. Public Statements

An audience member said the Consumer Reports magazine has a review and ranking of generators and that it is a good idea to have a generator with the likelihood of future power shutoffs due to fire risk from high wind events.

9. Informational Presentations

a. Simi Valley Transit – Short-Range Transit Plan

City Transit staff gave a presentation on fixed route changes. It was reported that Routes A, B, C, and D will be changed and replaced by new Routes 10, 20, and 30 in late December or early January and Route 40 in the spring. The revised routes will be more efficient and serve some new locations. The "GOVCbus" mobile application provides real-time bus arrival information but still has some glitches.

b. United States Census Bureau

Zubi Olin with the U.S. Census Bureau said that the census date is April 1, 2020 and will consist of ten questions which will take ten minutes to complete. People will receive census postcards in the mail in the middle of March and can fill out their information online. For those who do not fill out their information online, census takers will be going door to door. People interested in working as census takers can go to [www.2020census.gov](http://www.2020census.gov) for more information.

10. Appointments – None.

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

a. Officer Reports

1. Vice Chair – No report.
2. Treasurer – Char Jackowicz referred to the agenda packet's attachment for Agenda Item 11.a.2 and said that total income is up and expenses are down.
3. Corresponding Secretary

Bill Oliver reported that he sent thank you letters for \$250 in donations for the Meals On Wheels program.

b. Liaison & Program Manager Reports

1. Senior Share Liaison – No report.
2. Senior Nutrition Program Liaison – No report.
3. Housing Liaison – No report.
4. Dance Liaison

Janet Plant reported that 75 people attended the October dance and that the Veterans dance will be held on November 8, 2019. The New Year's Eve dance on December 30, 2019, is sold out.

c. Ad Hoc Committee Reports

1. Fall Arts & Crafts Fair, Pancake Breakfast

Pete Stong said that 199 people attended the Pancake Breakfast, which raised \$1,305 in addition to the revenue from the crafts booths. Combined, the two events raised \$5,249 for the COA. Bill Oliver thanked Pete Stong, Theresa Lewis and the "Ask Me" volunteers who assisted with the event.

2. Thanksgiving Eve Dinner

Tickets for the Thanksgiving Eve Dinner will be available beginning at 8:00 a.m. on Tuesday, November 12, 2019. There will be three seatings and a limit of two tickets per person.

3. Finance Ad Hoc Committee

Bill Fischer said that he is waiting to hear back from staff regarding the Dial-A-Ride “scholarship ticket” eligibility guidelines.

4. Speakers Bureau & Community Outreach Committee – No report.

12. Continued Business – None.

13. New Business

- a. Discussion/Action on a request to dedicate the food pantry to Joe Beutz, to be named “The Joe Beutz Senior Share Food Pantry,” and authorize the purchase of a plaque not to exceed \$150 to be hung outside of the pantry door (see attached).

Ed Tingstrom moved to approve the request, and Char Jackowicz seconded the motion.

Executive Board	Ayes 9	Nays 0	Abstentions 0
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Audience	Ayes 14	Nays 0	Abstentions 0
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Motion passed.

14. Announcements of Upcoming Senior Center Events

- a. COA Executive Board Recruitment, October 14 to November 29, 2019
- b. Wayne Templeton Volunteer of the Year Nominations, October 14 to November 29, 2019
- c. COA Dance, Friday, November 8, 2019, 7:30 p.m.
- d. Glam-A-Thon, Wednesday, November 27, 2019
- e. Thanksgiving Eve Dinner, Wednesday, November 27, 2019
- f. City Council, COA Update, Monday, December 9, 2019, 6:00 p.m.
- g. New Year’s Eve Eve Dance, Monday, December 30, 2019, 7:30 p.m.

15. Suggested Agenda Items for the COA Meeting on December 9, 2019 – None.

16. Adjournment

By consensus of the Executive Board, the meeting was adjourned at 2:15 p.m.

**Council on Aging**  
**Profit & Loss by Class**  
**July 1 through November 20, 2019**

Agenda Item No.  
11.a.2.

	<u>Jul 1 - Nov 20, 19</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
<b>4 · Contributed support</b>	
4010 · Individual Contribution	2,250.00
4015 · Business Contribution	420.00
<b>Total 4 · Contributed support</b>	<u>2,670.00</u>
<b>5 · Earned revenues</b>	
5310 · Interest-savings/short-term inv	10.90
5340 · Other investment income	474.81
5490 · Miscellaneous revenue	5,569.89
5560 · Tickets	9,632.41
5570 · Drawings	29.00
5580 · Table Reservations	3,350.00
<b>Total 5 · Earned revenues</b>	<u>19,067.01</u>
<b>Total Income</b>	<u>21,737.01</u>
<b>Gross Profit</b>	21,737.01
<b>Expense</b>	
<b>7200 · Contract for Service</b>	
7220 · Musicians & bands	4,160.00
<b>Total 7200 · Contract for Service</b>	<u>4,160.00</u>
<b>7500 · Other Contract for Service Exp</b>	
7540 · Professional fees - other	1,500.00
<b>Total 7500 · Other Contract for Service Exp</b>	<u>1,500.00</u>
<b>8100 · Non-Contract for Service Exp</b>	
8110 · Supplies	3,880.33
8112 · Food	1,240.67
8125 · Video Rentals	85.75
8160 · Equip rental & maintenance	336.86
8170 · Printing & copying	156.21
<b>Total 8100 · Non-Contract for Service Exp</b>	<u>5,699.82</u>
<b>8500 · Misc expenses</b>	
8530 · Membership dues - organization	30.00
8545 · Mileage	242.40
8590 · Other expenses	1,433.60
<b>Total 8500 · Misc expenses</b>	<u>1,706.00</u>
<b>Total Expense</b>	<u>13,065.82</u>
<b>Net Ordinary Income</b>	<u>8,671.19</u>
<b>Net Income</b>	<u><u>8,671.19</u></u>

9:13 AM  
11/20/19  
Cash Basis

**Council on Aging**  
**Balance Sheet**  
As of November 20, 2019

	<u>Nov 20, 19</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
SVSS Endowment Fund	20,144.17
US Bank Checking 5601	
Drama Club	823.18
US Bank Checking 5601 - Other	31,196.07
<b>Total US Bank Checking 5601</b>	<u>32,019.25</u>
<b>US Bank Savings</b>	
MOW Rst.	33,000.00
US Bank Savings - Other	202,389.69
<b>Total US Bank Savings</b>	<u>235,389.69</u>
<b>1040 - Petty cash</b>	
1041 - Cash Drawer	400.00
1042 - Dance Cash Drawer	100.00
<b>Total 1040 - Petty cash</b>	<u>500.00</u>
<b>Total Checking/Savings</b>	<u>288,053.11</u>
<b>Total Current Assets</b>	<u>288,053.11</u>
<b>TOTAL ASSETS</b>	<u><u>288,053.11</u></u>
<b>LIABILITIES &amp; EQUITY</b>	0.00



<b>Simi Valley Senior Nutrition Program FY19-20 Report</b>												
HDM (C2) Contracted Meals: 38,000				Congregate (C1) Contracted Meals: 11,000				Total C1 & C2 Meals: 49,000				
Home Delivered Meals				Congregate Meals				HDM / Congregate Totals				
	Meals Served	Unduplicated Clients New	Donations Received			Meals Served	Unduplicated Clients New	Donations Received			Meals Served Total	Unduplicated Clients New
Jul	3392	168	\$	3,815.00	Jul	1088	222	\$	1,066.88	Jul	4480	390
Aug	3491	12	\$	2,885.00	Aug	1140	125	\$	1,158.75	Aug	4631	137
Sept	2802	6	\$	3,130.50	Sep	975	49	\$	1,169.92	Sep	3777	55
Oct	3176	12	\$	3,187.00	Oct	1220	103	\$	1,474.55	Oct	4396	115
<b>YTD Totals:</b>	<b>12,861</b>	<b>198</b>	<b>\$</b>	<b>13,017.50</b>	<b>YTD Totals:</b>	<b>4,423</b>	<b>499</b>	<b>\$</b>	<b>4,870.10</b>	<b>YTD Totals:</b>	<b>17,284</b>	<b>697</b>