



Meeting Date: 11/06/07

ACTION	TYPE OF ITEM
<input type="checkbox"/> Approved Recommendation	<input checked="" type="checkbox"/> Info/Consent
<input type="checkbox"/> Ord. No(s). _____	<input type="checkbox"/> Report
<input type="checkbox"/> Res. No(s). _____	<input type="checkbox"/> Public Hearing (Info/consent)
<input type="checkbox"/> Other _____	<input type="checkbox"/> Other _____

Prepared By: Jocelyn Peterson Agenda Item No. I-6

Reviewed By: City Manager [Signature] City Attorney [Signature] Finance SW Other (Specify) \_\_\_\_\_

**DATE:** October 18, 2007

**TO:** City Council

**FROM:** Jocelyn Peterson, Senior Services Supervisor JBP  
Senior Services and Special Populations

**SUBJECT:** Senior Services Grant Awards

**RECOMMENDATION**

That City Council:

- 1) Approve the Senior Services Commission's (SSC) recommended distribution of \$50,000 in Senior Services Grant Awards to twelve agencies providing service to seniors.
- 2) Direct the Senior Services Supervisor to notify recipients of Senior Service Grant Awards and execute letters of agreement with recipients.
- 3) Authorize the Senior Services Supervisor to execute a letter of agreement from each recipient in the format set forth in Attachment #2.
- 4) Authorize the Finance Director to make disbursements in accordance with the letter agreements.

**DISCUSSION**

A total of \$50,000 has been budgeted in the fiscal year 2007-2008 budget to be used for supportive services for City of Oxnard senior adults. Senior Service grant funding is provided on an annual basis and is contingent upon the review and recommendation of the SSC.

During the month of August 2007, the SSC invited requests for funding from local agencies serving senior adults in the Oxnard area. Thirteen agencies responded to the Requests for Proposals (RFP) with requests totaling \$ 86,193.00.

The SSC met on September 20, 2007 to discuss, review and make funding recommendations for City Council approval. In this regard, the SSC has recommended that the following twelve community organizations receive funding in the amounts designated. (Senior Services grant funds requests for the past four years- Attachment #3)

1.	Alzheimers Association	\$2,000.00
2.	Camarillo Hospice	\$2,000.00
3.	Caregivers	\$3,000.00
4.	Catholic Charities/OASIS	\$3,000.00
5.	Community Action Ventura County	0
6.	ElderPride/Shop Ahoy	\$5,000.00
7.	Food Share/Brown Bag	\$7,000.00
8.	Grey Law Legal Services	\$4,500.00
9.	Livingston Memorial	\$4,500.00
10.	Long Term Care/Ombudsman	\$6,500.00
11.	Oxnard Senior Garden Club	\$3,260.00
12.	Retired Senior Volunteer Program	\$3,500.00
13.	St. John's Regional Center	\$5,740.00
	<b>TOTAL</b>	<b>\$50,000.00</b>

### FINANCIAL IMPACT

Funds in the amount of \$50,000 were appropriated in the Senior Services/Senior Services Commission budget (101-5303-805-83-31) for the purpose of providing funds to agencies and/or organizations that render services to senior adults within the City of Oxnard.

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Attachment #1 - SSC Minutes for September 20, 2007  
#2 - Sample Letter of Agreement  
#3 - Senior Services Grant Funding Record



Senior Services and Special Populations Program  
350 North C Street • Oxnard, CA 93030 • (805) 385-8019 • Fax (805) 385-7494

## SENIOR SERVICES COMMISSION

Minutes

Special Meeting

September 20, 2007

A. CALL TO ORDER

The meeting was called to order at 12:00p.m. at the Wilson Senior Center

B. ROLL CALL

Commissioners present: Jacobs, J. Pinkard, Thibeault, Rothwell,  
Gulati

Staff present: Jocelyn Peterson, Senior Services Supervisor  
Susan Miller, Senior Services Coordinator  
Caroline Gambala, Office Manger  
Jim Rupp, City Attorney

C. PUBLIC COMMENTS

There were no public comments.

D. NEW BUSINESS

Senior Services Commissioners discussed the 2007-2008 grant applications that were received during the month of August. Thirteen applications were submitted for funding, with requests totaling \$86,193. A total of \$50,000 has been budgeted in the fiscal year 2007-2008 budget to be distributed amongst worthy agencies whom provide services to local seniors.

After lengthy discussion, the following twelve agencies were recommended to receive the amounts listed, in addition to one agency that was not recommended for funding:

Attachment No. 1

Page 1 of 2

000043

<u>Program Title</u>	<u>Amount of Funding Recommended</u>
Alzheimer's Association	\$2,000
Camarillo Hospice	\$2,000
Caregivers	\$3,000
Catholic Charities/Oasis	\$3,000
Elderpride/Shop Ahoy	\$5,000
Food Share	\$7,000
Grey Law	\$4,500
Livingston Memorial	\$4,500
Long Term Care/Ombudsman	\$6,500
Oxnard Senior Vegetable Garden	\$3,260
Retired & Senior Volunteer Program	\$3,500
St. John's Medical	\$5,740

Not recommended to receive funding: Community Action Ventura County which requested \$9,932.76. A motion was made and seconded to accept the above recommendations. Senior Services staff will prepare an agenda item for City Councils approval to include the above recommendations.

E. ADJOURNMENT

The meeting was adjourned at 1:30p.m.

November 7, 2007

Applicant  
Inside Address

Dear \_\_\_\_\_,

On November 7, 2007, the Oxnard City Council approved the recommendation of the Senior Services Commission to provide a Senior Service Grant Award to your organization for \_\_\_\_\_ in the amount of \$ \_\_\_\_\_ for service to City of Oxnard senior adults.

A warrant for these grant funds is being prepared and will be mailed to your organization after this office receives this signed letter of agreement. Please indicate your organization's acceptance of the grant funds by having an authorized representative of your organization sign this letter and return same to me. By your organization's acceptance of these grant funds, your organization agrees to use the funds for the purpose specified above as described in your proposal dated \_\_\_\_\_ and to make your organization's records related to the funding available to the City upon request for audit purposes. Failure to comply with the grant requirements and to be available for on-site monitoring visits may impact your organization's ability to receive future funding.

Additionally, your organization agrees to indemnify, hold harmless and defend the City, its City Council, and each member thereof, and every officer, employee, representative or agent of City, from any and all liability, claims, demands, actions, damages, (whether in contract or tort, including personal injury, death at any time, or property damage), costs and financial loss, including all costs and expenses and fees of litigation or arbitration, that arise directly or indirectly from any acts or omissions related to this Agreement performed by your organization or its agents, employees, subcontractors, subconsultants and other persons acting on your organization's behalf. This agreement to indemnify, hold harmless and defend shall apply whether such acts or omissions are the product of active negligence, passive negligence, willfulness or acts for which your organization or its agents, employees, subcontractors, subconsultants and other persons acting on your organization's behalf would be held strictly liable.

*Attachment No. 2  
page 1 of 2*

**000045**

Please return this letter of agreement with the appropriate signature to the City of Oxnard Senior Services Office, 350 North "C" Street, Oxnard CA 93030 no later than December 7, 2007.

If you have any questions or concern, please contact me at 385-8019.

Sincerely,

Jocelyn Peterson  
Senior Services Supervisor

Acceptance Signature: \_\_\_\_\_

*Attachment No. 2*  
*page 2 of 2*

**000046**

SENIOR SERVICES COMMISSION  
SENIOR SERVICES GRANT FUNDS REQUEST 2007/08

ORGANIZATION	PURPOSE OF REQUEST	2002/03 Request Awarded	2003/04 Request Awarded	2004/05 Request Awarded	2005/06 Request Awarded	2006/07 Request Awarded	2007/08 Request SSC Recommended
Alzheimer's Association	Family Services Program for Seniors	\$8,000 \$2,000	\$8,000 \$2,500	\$8,000 \$2,000	\$8,000 0	N/A	\$10,000 \$ 2,000
Camarillo Hospice	Bereavement and Hospice Services	N/A	\$5,000 \$4,000	\$5,000 \$3,500	\$5,000 \$4,500	\$5,000 \$5,000	\$5,000 \$2,000
CareGivers Volunteers Assisting the Elderly	Volunteer Assistance for Homebound Frail	N/A	N/A	N/A	N/A	\$10,000 \$ 0	\$6,500 \$ 3,000
Catholic Charities/Oasis	OASIS/Case Management	\$7,000 \$4,000	\$7,000 \$4,000	\$7,000 \$3,000	\$8,000 \$3,500	\$6,000 \$5,370	\$6,000 \$3,000
Community Action Ventura County	Water Bill Assistance Project	N/A	N/A	N/A	N/A	N/A	\$9,932.76 \$ 0
Elderpride, Inc.	Shop Ahoy	\$3,931 \$2,100	\$2,500 \$2,500	\$4,104 \$3,500	\$4,747 \$4,500	N/A	\$5,000 \$5,000
FOODSHARE	Brown Bag Program	\$7,500 \$5,500	\$8,000 \$5,000	\$6,000 \$6,000	\$6,500 \$6,500	\$7,000 \$7,000	\$7,000 \$7,000
Grey Law	Senior Legal Services	\$5,000 \$4,000	\$5,000 \$3,000	\$5,000 \$3,220	\$5,000 \$4,500	\$5,000 \$5,000	\$5,000 \$4,500
Livingston Memorial Visiting Nurse Assoc.	Caregiver Respite	\$15,000 \$ 5,000	\$7,500 \$4,000	\$10,000 \$ 3,000	\$7,000 \$ 0	\$10,000 \$ 6,370	\$10,000 \$ 5,500
Long Term Care/Ombudsman	Senior Advocacy	\$8,000 \$4,000	\$8,000 \$4,000	\$10,000 \$ 3,500	\$7,000 \$4,500	\$7,000 \$7,000	\$9,000 \$6,500
Oxnard Senior Garden	Garden supplies	\$1,800 \$1,800	N/A	\$2,780 \$2,780	\$2,858 \$2,858	\$3,260 \$3,260	\$3,260 \$3,260
Retired and Senior Volunteer Program	Mileage reimbursement	\$1,600 \$1,600	\$2,000 \$2,000	\$2,500 \$2,500	\$3,000 \$3,000	\$3,500 \$3,500	\$3,500 \$3,500
St. John's Medical	Senior Wellness Program	\$11,220 \$ 5,500	\$9,927 \$4,000	\$6,000 \$5,000	\$6,000 \$4,500	\$6,000 \$6,000	\$6,000 \$5,740