



Meeting Date: 12/06/2011

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: Richard Arias

Agenda Item No. **I-13**

Reviewed By: City Manager

City Attorney

Finance

*see for J. Cameron*  
(Other (Specify))

**DATE:** November 17, 2011

**TO:** City Council

**FROM:** Efren Gorre, Community Services Manager  
Recreation and Community Services

**SUBJECT:** Senior Services Grant Awards

**RECOMMENDATION**

That City Council:

1. Approve the Senior Services Commission's (SSC) recommended distribution of \$44,600 in Senior Services Grant Awards to thirteen agencies providing services to seniors.
2. Direct the Community Services Manager to notify recipients of Senior Services Grant Awards.
3. Authorize the Community Services Manager to execute a letter of agreement for each recipient in the format set forth in attachment #2.
4. Authorize the Chief Financial Officer to make disbursements in accordance with the letter agreements.

**DISCUSSION**

A total of \$44,600 has been budgeted into the fiscal year 2011-2012 budget to be used for supportive services for City of Oxnard senior adults. Senior Services grant funding is provided on an annual basis and is contingent upon the review and recommendation of the SSC.

During the month of August 2011, the SSC invited requests for funding from local agencies serving senior adults in the Oxnard area. Fourteen agencies responded to the Requests for Proposals (RFP) with requests totaling \$134,600.00.

The SSC met on October 11, 2011 to discuss, review and make funding recommendations for City Council approval. In this regard, the SSC has recommended that the following thirteen community organizations receive funding in the following amounts:

1. Camarillo Hospice	\$5,000
2. Caregivers Volunteer/Assisting the Elderly	\$5,000
3. Catholic Charities/Ventura County / Oasis	\$3,000
4. Congress of CA Senior Education & Research Fund	\$1,000
5. County of Ventura Agency on Aging	\$5,000
6. Elderpride, Inc.	\$1,500
7. FOODSHARE	\$7,000
8. Gold Coast Caregivers (Livingston Memorial VNA Health Corp)	\$2,000
9. Grey Law of Ventura County, Inc.	\$2,000
10. Long Term Care/Services of Ventura County, Inc.	\$5,000
11. Oxnard Retired and Senior Volunteer Program (RSVP)	\$4,000
12. Oxnard Senior Garden	\$1,100
13. St. John's Regional Medical Center	\$3,000
<b>TOTAL</b>	<b>\$44,600.00</b>

### **FINANCIAL IMPACT**

Funds in the amount of \$44,600 were appropriated in the Senior Services budget (101-5303-805-8331) for the purpose of providing funds to agencies and/or organizations that render services to senior adults with the City of Oxnard.

Attachments #1 SSC Minutes for October 11, 2011  
#2 Sample letter of Agreement  
#3 Senior Services Grant Funding Record

SENIOR SERVICES COMMISSION  
Minutes  
Regular Meeting  
October 11, 2011

The Senior Services Commission meeting was called to order by Chair Rowe at 9:03 a.m.

A. ROLL CALL

Commissioners Present: N. Rowe, A. Esparza, R. Fischer, N. Kobashigawa, Dr. D. Thibeault, L. Villareal-Yu, P. Davis

Commissioners Absent:

Staff Present: Julie Doi, Assistant City Attorney,  
Richard Arias, Recreation  
Supervisor, Marisue Eastlake, RSVP  
Director, Martin Erickson, City  
Managers Office

B. APPROVAL OF MINUTES:

Commissioner Thibeault moved to approve the minutes of September 13, 2011. Commissioner Fischer seconded. Motion passed.

C. PUBLIC COMMENTS::

None

D. PRESENTATIONS::

1. Measure O Survey -

Martin Erickson, Special Assistant to City Manager, reviewed the development of Measure "O" survey and its implementation process, which began in 2008. Mr. Erickson explained the main types of surveys and purposes along with sampling numbers, which come close to actual outcomes via small sampling of a total community. City hired Fairbanks & Associates to provide survey which gauged community interests. The survey cost \$26,000.00 to gauge 400 respondents. The City utilized internet and mailing to disseminate surveys. Mr. Erickson informed the commission of the results (68% prediction / 65% actual).

Mr. Erickson noted the ability to either hire a professional firm to develop senior survey to access and rank priorities for service and or work closely with Senior Services to provide support.

Mr. Erickson was open to questions from commissioners -

Commissioner Davis questioned the spending of \$26,000 for a professional survey and gun shy of consultant fees. Commissioner Davis felt using internet, Channel 10 and newspaper a better way to spend.

Mr. Erickson noted advantages – very close to get broad sampling and with staff outreach could get a better response.

Commissioner Rowe stated meaningful information is needed, but issue of analysis is very important.

Commissioner Kobashigawa stated surveys could be inserted with water bills and Mr. Erickson stated the cost would be nominal with the focus on getting into hands of seniors.

Commissioners Davis and Fischer both agreed on not spending \$26,000 on survey. Commissioner Davis also feels giving surveys to caregivers and all those who interact with seniors could allow for greater results.

Commissioner Thibeault, a member of the Measure “O” Oversight Committee, also reiterated the benefit of having Mrs. Karen Burnham, Assistant City Manager, on board with seniors.

2. Congress of California Seniors – A statewide nonprofit advocacy organization which utilizes libraries and senior centers to provide services. Edith Brown, Regional Coordinator & Ann Reeves, Bilingual Computer Instructor made presentation on their free computer training for seniors. The program is requesting \$10,000.

3. Catholic Charities of Ventura County – Pat Essef, Program Director, explained county wide programs and services. The volunteer program “OASIS – Older Adult Services and Intervention System” was the focus of presentation, which keeps seniors independent in their own homes. The program is requesting \$6,000.

4. FOODSHARE – Commissioner Fischer reported that FOODSHARE distributed 9 million pounds of food with 30,000 people served per month. FOODSHARE receives funding through grants, private donations and foundations with their holiday food drives.

5. Shop Ahoy – Commissioner Rowe reported the organization is currently serving 20 Oxnard homebound seniors who are provided weekly grocery shopping by volunteers.

6. RSVP – Bone Builders

Marisue Eastlake, RSVP Director, reported on the Bone Builders Program as an Osteoporosis educational program, which is a major threat to seniors. The program can increase bone density with proven results. The program has (76) seventy-six trained instructors who provided 5,900 hours of instruction last year.

E. OLD BUSINESS:

Review Senior Services grant application received, discuss distribution of funds, and make recommendations to City Council for the awards of such funds.

1. Among Friends – Taken off list (did not respond to request for presentation)
2. Camarillo Hospice - \$5,000
3. Caregivers Volunteers/Assisting the Elderly - \$5,000
4. Catholic Charities/Ventura County/Oasis - \$3,000
5. Congress of CA Seniors Education & Research Fund - \$1,000
6. County of Ventura Agency on Aging - \$5,000
7. Elderpride, Inc. - \$1,500
8. FOODSHARE - \$7,000
9. Gold Coast Caregivers (Livingston Memorial VNA Health Corp) - \$2,000
10. Grey Law of Ventura County, Inc. - \$2,000
11. Long Term Care/Services of Ventura County Inc. - \$5,000
12. Oxnard Retired and Senior Volunteer Program (RSVP) - \$4,000
13. Oxnard Senior Garden - \$1,100
14. St. John's Regional Medical Center - \$3,000

Motion made by Commissioner Fischer to grant funds as listed above, seconded by Commissioner Higashigawa, motion passed.

Final Senior Survey –

The commission only concern is with saving money, but will follow-up with the senior administrator in charge of Senior Services, Mrs. Karen Burnham, Assistant City Manager, to develop a timeline. Commission will convene sub-committee to flush out and get into implementation (what, where, and how) to distribute survey.

Commissioner Thibeault expressed need for senior master plan, survey and new home for Senior Services is the upmost in importance and wants to invite Mrs. Burnham, she's part of team, to speak and get her philosophy at next meeting.

Commissioner Davis does not want to over commit to politicians regarding repair/rebuilding Wilson Senior Center.

Safety at Senior Centers –

Commissioner Kobashigawa expressed concern regarding lack of defibrillators at any senior center given the funding was available 4-5 years ago. Richard Arias, Recreation Supervisor, explained the city's position regarding liability and Oxnard Fire Department's availability to respond to any emergency.

Commissioner Davis would like the city to revisit the policy of no defibrillators outside of Oxnard Fire. Richard Arias will follow-up and report to commission.

## F. NEW BUSINESS

Update on upcoming Senior Services programs and activities –

Marisue Eastlake, RSVP Director, reported on the "Matter of Balance" new program which had (50) fifty seniors sign up with (30) thirty seniors attending the first class. Commissioner Kobashigawa participated in class and was one of twenty selected for continuation of class.

The excursion program took (3) three vans to the Chumash Casino today.

Bone Builder Master Trainer class will be provided with (15) fifteen new instructors along with a refresher course for (50-60) fifty-sixty instructors will be held at South Oxnard Center. Recreation/City Corps staff will video training.

Trina Fontes, Bone Builders Coordinator, recently resigned.

Ventura County Health – Camino Del Sol Community Garden is now open. Commissioners Kobashigawa and Rowe reported on their 30’x30’ plots. 95 plots are now taken with a waiting list for future participants. The garden has added the (6) six senior from the Oxnard Garden waiting list.

Update on Measure “O”

Commissioner Thibeault reported council will visit Measure “O” end of this month or early November. On line are the following:

- \$1.5 million to rehabilitate Wilson Senior Center
- \$.5 million to move current restroom to opposite location at Wilson Park

Commissioner Thibeault also reported on Oversight Committee – made motion to explore feasibility of new senior center (motion defeated).

Commissioner Davis stated a need to add another senior to oversight committee to push the senior needs.

Commissioner Thibeault expressed the need, by commissioners, to push agenda with city officials by attending council, writing letters, email, etc.

Review current Commission goals and discuss potential future goals. This was moved to next meeting.

#### G. SUBCOMMITTEE REPORTS/COMMISSION BUSINESS

#### H. FUTURE AGENDA ITEMS

#### I. ADJOURNMENT

Commissioner Thibeault motioned to adjourn meeting, seconded by Commissioner Esparza adjourn. Meeting was adjourned @ 10:54 A.M.

Date

Agency Name  
Address  
City, State, Zip Code

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

On December 6, 2011 the Oxnard City Council approved the recommendation of the Senior Services Commission to provide a Senior Services 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 of 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.

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 31, 2011.

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

Sincerely,

Efren Gorre, Community Services Manager  
Richard Arias, Recreation Supervisor

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

Agency Name: \_\_\_\_\_

**SENIOR SERVICES COMMISSION  
SENIOR SERVICES GRANT FUNDS REQUEST 2011/2012**

<b>ORGANIZATION</b>	<b>PURPOSE OF REQUEST</b>	<b>2006/07 Request Awarded</b>	<b>2007/08 Request Awarded</b>	<b>2008/09 Request Awarded</b>	<b>2009/10 Request Awarded</b>	<b>2010/11 Request Awarded</b>	<b>2011/12 Request Awarded</b>
Among Friends	Adult Day Health Care	N/A	N/A	N/A	N/A	N/A	\$44,600 0
Camarillo Hospice	Bereavement & Hospice Services	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$6,000
		\$5,000	\$2,000	\$2,000	\$2,000	\$5,000	\$5,000
Caregivers Volunteers Assisting the Elderly	Volunteer Assistance for Homebound Frail	\$10,000	\$6,500	\$6,500	\$6,000	\$10,000	\$10,000
		0	\$3,000	\$3,000	\$3,000	\$5,000	\$ 5,000
Catholic Charities/Oasis	OASIS/Case Management	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000
		\$5,370	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000
Congress of CA Seniors Education & Research Fund	Computer Classes	N/A	N/A	N/A	N/A	N/A	\$10,000
							\$ 1,000
County of Ventura Area Agency on Aging	Elderhelp Program	N/A	N/A	\$5,000	\$5,000	\$10,000	\$10,000
				\$2,000	\$2,000	\$ 5,000	\$ 5,000
Enterprisepride, Inc.	ShopAhoy	N/A	N/A	N/A	N/A	\$5,000	\$5,000
						\$2,000	\$1,500

ATTACHMENT #3  
 PAGE 1 OF 2

SENIOR SERVICES COMMISSION  
SENIOR SERVICES GRANT FUNDS REQUEST 2011/2012

ORGANIZATION	PURPOSE OF REQUEST	2006/07 Request Awarded	2007/08 Request Awarded	2008/09 Request Awarded	2009/10 Request Awarded	2010/11 Request Awarded	2011/12 Request Awarded
FOODSHARE	Brown Bag Program	\$7,000	\$7,000	\$9,000	\$15,000	\$10,000	\$10,000
		\$7,000	\$7,000	\$7,000	\$ 9,500	\$10,000	\$ 7,000
Gold Coast Caregivers (Livingston Memorial VNA Health Corp.)	Caregiver Respite	\$10,000	\$10,000	\$10,000	\$10,000	\$8,000	\$10,000
		\$6,370	\$ 4,500	\$ 3,000	\$ 3,500	\$2,000	\$ 2,000
Grey Law	Senior Legal Services	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
		\$5,000	\$4,500	\$4,000	\$3,000	\$4,000	\$2,000
Long Term Care/Services of Ventura	Senior Advocacy	\$7,000	\$9,000	\$8,000	\$8,000	\$4,000	\$9,000
		\$7,000	\$6,500	\$6,500	\$6,500	\$4,000	\$5,000
Oxnard Retired and Senior Volunteer Program	Bone Builders	N/A	N/A	N/A	\$4,000	\$4,170	\$4,000
					\$3,000	\$2,000	\$4,000
Oxnard Senior Garden	Garden Supplies	\$3,260	\$3,500	\$3,808	\$3,808	\$4,170	\$2,000
		\$3,260	\$3,260	\$3,260	\$3,260	\$1,000	\$1,100
John's Medical	Senior Wellness Program	\$6,000	\$6,000	\$6,000	\$6,000	\$7,500	\$3,000
		\$6,000	\$5,740	\$5,740	\$5,740	\$4,000	\$3,000