



| 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: Gregory Barnes *GB* Agenda Item No. I-16
 Reviewed By: City Manager *ARB* City Attorney *SMF* Finance *JC* Other (Specify) _____

DATE: November 8, 2012

TO: City Council

FROM: Gregory Barnes, Interim Recreation Supervisor *GB*
 Recreation & Community Services

SUBJECT: Senior Services Contribution Awards to Agencies

RECOMMENDATION

That City Council:

1. Approve the Senior Services Commission's (SSC) recommended distribution of \$44,600 from general fund for Senior Services Contribution Awards to twelve agencies providing services to seniors.
2. Direct the Interim Recreation Supervisor to notify recipients of Senior Services Contribution Awards.
3. Authorize the Interim Recreation Supervisor to execute a letter of agreement for each recipient in the format set forth in the 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 2012-2013 general fund budget to be used for supportive services for City of Oxnard senior adults. Senior Services Contribution funding is provided on an annual basis and is contingent upon the review and recommendation of the SSC.

During the month of August 2012, the SSC invited requests for funding from local agencies serving senior adults in the Oxnard area. Twelve agencies responded to the Requests for Proposals (RFP) with requests totaling \$95,616.

The SSC met on October 9, 2012 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 following amounts:

| | |
|---|-----------------|
| 1. Camarillo Hospice | \$5,000 |
| 2. Caregivers: Volunteers Assisting the Elderly | \$5,000 |
| 3. Catholic Charities / OASIS | \$3,000 |
| 4. Congress of CA Seniors Education & Research Fund | \$1,600 |
| 5. FOOD Share | \$8,000 |
| 6. Grey Law of Ventura County, Inc. | \$2,000 |
| 7. Livingston Memorial Visiting Nurses Association | \$2,000 |
| 8. Long Term Care / Services of Ventura Ombudsman | \$6,000 |
| 9. Oxnard Senior Garden | \$500 |
| 10. Shop Ahoy | \$1,500 |
| 11. St. John's Regional Medical Center | \$4,000 |
| 12. Ventura County Area Agency on Aging | \$6,000 |
| TOTAL | \$44,600 |

FINANCIAL IMPACT

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

GDB

- Attachment #1 - SSC Minutes for October 9, 2012
#2 - Sample letter of Agreement
#3 - Senior Services Contribution Funding Record

SENIOR SERVICES COMMISSION
Minutes
Regular Meeting
October 9, 2012

The Senior Services Commission meeting was called to order by Chair Rowe at 9:07 a.m.

A. ROLL CALL

Commissioners present: P. Davis, A. Esparza, R. Fischer, N. Kobashigawa,
N. Rowe, A. Sweetland, D. Thibeault, L. Villareal
Yu

Commissioners absent: D. Ford

Staff Present: S. Fischer, City Attorney
G. Barnes, Interim Recreation Supervisor
M. Eastlake, RSVP Director

B. APPROVAL OF MINUTES

Commissioner Sweetland moved, Commissioner Fischer seconded to approve minutes of the September 11, 2012 meeting. Commissioner Sweetland moved, Commissioner Thibeault seconded to approve minutes of the August 30, 2012 special meeting. Chair Rowe requested the Commission's August minutes include the conference report of that same meeting issued by Lauterbach and Associates. Both motions passed.

C. PUBLIC COMMENTS

Steve Nash informed Commissioners of changes to the City website, which now includes an acknowledgement of those serving as appointees of the City Council.

D. CEREMONIAL CALENDAR

Chair Rowe introduced Judy Suzuki, who teaches art at the South Oxnard Center. She and several of her students spoke about their artwork which won awards at the 2012 Ventura County Fair.

E. OLD BUSINESS

Greg Barnes provided an update on placing defibrillators in the senior centers, including concern from City Risk Management about untrained people having access to the machines. Commissioner Fischer and Chair Rowe spoke in opposition to installing the defibrillators and Commissioner Kobashigawa was in favor of their addition. No action was taken.

Commissioners will discuss the 2013 master calendar at their November meeting.

2012 grant applications were reviewed. After discussion, Commission Fischer moved and Commissioner Davis seconded submitting the following amounts to the City Council for final approval. The motion passed.

| | |
|---|---------|
| Camarillo Hospice | \$5,000 |
| CAREGIVERS: Volunteers Assisting the Elderly | \$5,000 |
| Catholic Charities/OASIS | \$3,000 |
| Congress of California Seniors Educatin & Research Fund | \$1,600 |
| FOOD Share | \$8,000 |
| Grey Law of Ventura County, Inc. | \$2,000 |
| Livingston Memorial Visiting Nurses Association | \$2,000 |
| Long Term Care/Services of Ventura Ombudsman | \$6,000 |
| Oxnard Senior Garden | \$500 |
| Shop Ahoy | \$1,500 |
| St. John's Regional Medical Center Community Health Education Dept | \$4,000 |
| Ventura County Area Agency on Aging | \$6,000 |

F. NEW BUSINESS

Chair Rowe suggested canceling the Commission's December meeting would give time to work in committees and prepare for the coming year, including work on an annual report to the City Council. Commissioner Sweetland moved to cancel the December meeting and Commissioner Fischer seconded. Motion passed.

Commissioners reviewed ways they can participate to inform the public about the importance and purpose of the Senior Services Survey.

Commissioners were encouraged to fill out and return the commission application to the City Clerk if they are interested in continuing on the panel.

G. SUBCOMMITTEE REPORTS/COMMISSION BUSINESS

Chair Rowe gave a report from the Ventura County Area Agency on Aging, including that 450,000 pounds of tomatoes had been raised through the Senior Nutrition Garden. There is a bill being considered by the California Legislature regarding dental insurance for seniors.

There was no report from the By-Law Review Subcommittee.

H. FUTURE AGENDA ITEMS

Commissioner Sweetland inquired whether senior-friendly equipment was being added to the new computers being placed at the three senior centers.

I. ADJOURNMENT

Motion to adjourn by Commissioner Thibeault, and seconded by Commissioner Davis. Motion passed, meeting adjourned at 10:32 a.m.

DRAFT

November , 2012

Agency Name
Address
City, State, Zip Code

Dear -----,

On November , 2012 the Oxnard City Council approved the recommendation of the Senior Services Commission to provide a Senior Services Contribution Award to your organization for _____ in the amount of \$ _____ for service to City of Oxnard senior adults.

A warrant for these contribution 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 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 these 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, 2012.

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

Sincerely,

Gregory Barnes
Interim Senior Services Supervisor

Acceptance Signature: _____

Agency Name: -----

**SENIOR SERVICES COMMISSION
SENIOR SERVICES CONTRIBUTION FUNDING RECORD 2012/2013**

| ORGANIZATION | PURPOSE OF REQUEST | 2007/08 Request Awarded | 2008/09 Request Awarded | 2009/10 Request Awarded | 2010/11 Request Awarded | 2011/12 Request Awarded | 2012/2013 Request Awarded |
|---|--|--------------------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|----------------------------------|
| Camarillo Hospice | Bereavement & Hospice Services | \$5,000 \$2,000 | \$5,000 \$2,000 | \$5,000 \$2,000 | \$5,000 \$5,000 | \$6,000 \$5,000 | \$6,000 \$5,000 |
| Caregivers Volunteers Assisting the Elderly | Volunteer Assistance for Homebound Frail | \$6,500 \$3,000 | \$6,500 \$3,000 | \$6,000 \$3,000 | \$10,000 \$5,000 | \$10,000 \$5,000 | \$15,000 \$5,000 |
| Catholic Charities/Oasis | OASIS/Care Management | \$6,000 \$3,000 | \$6,000 \$3,000 | \$6,000 \$3,000 | \$6,000 \$3,000 | \$6,000 \$3,000 | \$6,000 \$3,000 |
| Congress of CA Seniors Education & Research Fund | Silver Circles Internet Safety Training | N/A | N/A | N/A | N/A | \$10,000 \$1,000 | \$15,000 \$1,600 |
| County of Ventura Area Agency on Aging | Elderhelp Program | N/A | \$5,000 \$2,000 | \$5,000 \$2,000 | \$10,000 \$5,000 | \$10,000 \$5,000 | \$10,000 \$ 6,000 |
| Elderpride, Inc. | Shop Ahoy | N/A | N/A | N/A | \$5,000 \$2,000 | \$5,000 \$1,500 | \$5,000 \$1,500 |
| FOODSHARE | Brown Bag Program for Seniors | \$7,000 \$7,000 | \$9,000 \$7,000 | \$15,000 \$9,500 | \$10,000 \$10,000 | \$10,000 \$7,000 | \$10,000 \$8,000 |
| ORGANIZATION | PURPOSE OF REQUEST | 2007/08 Request Awarded | 2008/09 Request Awarded | 2009/10 Request Awarded | 2010/11 Request Awarded | 2011/12 Request Awarded | 2012/2013 Request Awarded |
| Livingston Memorial Visiting Nurse Assoc. Hospice | Caregiver Respite | \$10,000 \$4,500 | \$10,000 \$3,000 | \$10,000 \$3,500 | \$8,000 \$2,000 | \$10,000 \$2,000 | \$7,616 \$2,000 |
| Grey Law of Ventura County Inc. | Senior Legal Services | \$5,000 \$4,500 | \$5,000 \$4,000 | \$5,000 \$3,000 | \$5,000 \$4,000 | \$5,000 \$2,000 | \$5,000 \$2,000 |
| Long Term Care/Services Of Ventura Ombudsman | Senior Advocacy | \$9,000 \$6,500 | \$8,000 \$6,500 | \$8,000 \$6,500 | \$4,000 \$4,000 | \$9,000 \$5,000 | \$9,000 \$6,000 |
| Oxnard Senior Garden | Oxnard Senior Garden | \$3,500 \$3,260 | \$3,808 \$3,260 | \$3,808 \$3,260 | \$4,170 \$1,000 | \$2,000 \$1,100 | \$2,000 \$ 500 |
| St. John's Regional Medical Center Community Health Education Dept. | Senior Wellness Program | \$6,000 \$5,740 | \$6,000 \$5,740 | \$6,000 \$5,740 | \$7,500 \$4,000 | \$3,000 \$3,000 | \$5,000 \$4,000 |