DATE: January 12, 2016

TO: City Council

THROUGH: Greg Nyhoff, City Manager
Office of the City Manager

FROM: Terrel Harrison, Recreation Supervisor

SUBJECT: Senior Services Contribution Awards to Agencies

CONTACT: Martha Nateras, Cultural & Community Services
Martha.Nateras@ci.oxnard.ca.us, 385-7992

RECOMMENDATION

That City Council:

1. Approve the Senior Services Commission's (SSC) recommended distribution of $44,600 from the General Fund for Senior Services Contribution Awards to ten agencies providing services to seniors.

2. Direct the Interim Recreation Superintendent to notify recipients of Senior Services Contribution Awards.

3. Authorize the Interim Recreation Superintendent to execute a letter of agreement for each recipient.

4. Authorize the Chief Financial Officer to make disbursements in accordance with the letter agreements.

BACKGROUND

A total of $44,600 has been budgeted into the fiscal year 2015-2016 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 2015, the SSC invited requests for funding from local agencies serving senior adults in the Oxnard area. Ten agencies responded to the Requests for
Proposals (RFP) with request totaling $68,500.

The SSC met on November 10, 2015 to discuss, review and make funding recommendations for City Council approval. In this regard, the SSC has recommended the following funding amounts for Fiscal Year 2015-2016:

<table>
<thead>
<tr>
<th>Agency</th>
<th>Recommendation</th>
<th>Request</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. ACTION</td>
<td>$2,500</td>
<td>$5,000</td>
</tr>
<tr>
<td>2. Camarillo Hospice Corporation</td>
<td>$4,000</td>
<td>$6,000</td>
</tr>
<tr>
<td>3. CAREGIVERS: Volunteers Assisting the Elderly</td>
<td>$6,500</td>
<td>$10,000</td>
</tr>
<tr>
<td>4. Catholic Charities Oasis</td>
<td>$6,000</td>
<td>$8,000</td>
</tr>
<tr>
<td>5. Elderpride, SHOP AHAY</td>
<td>$4,000</td>
<td>$5,500</td>
</tr>
<tr>
<td>6. FOOD Share</td>
<td>$2,500</td>
<td>$10,000</td>
</tr>
<tr>
<td>7. Grey Law of Ventura County, Inc.</td>
<td>$3,000</td>
<td>$5,000</td>
</tr>
<tr>
<td>8. Livingston Memorial</td>
<td>$4,600</td>
<td>$5,000</td>
</tr>
<tr>
<td>9. Long Term Care Services of Ventura County, Inc.</td>
<td>$6,500</td>
<td>$9,000</td>
</tr>
<tr>
<td>10. St. John’s Hospital Dignity Health</td>
<td>$5,000</td>
<td>$5,000</td>
</tr>
</tbody>
</table>

**TOTAL:** $44,600 $68,500

**FINANCIAL IMPACT**

As part of the FY 2015-16 Adopted Budget, funds in the amount of $44,600 were appropriated from the General Fund to the Senior Services Contribution to Other Agency for the purpose of providing funds to agencies and/or organizations that render services to senior adults within the City of Oxnard.

**ATTACHMENTS**

Attachment #1 - SSC Minutes for November 10, 2015
Attachment #2 - Sample letter of Agreement
Chair Sweetland called the Senior Services Commission meeting to order at 9:01 a.m.

A. ROLL CALL
Commissioners Present: K. Brainard, R. Fischer, K. Lanker, A. Madrid, C. Owens, A. Sweetland, L. Villareal Yu

Commissioners Absent: 

Staff Present: G. Barnes, Interim Recreation Supervisor
M. Eastlake, RSVP Director

B. APPROVAL OF MINUTES
Minutes were not available.

C. PUBLIC COMMENTS
None.

D. CEREMONIAL CALENDAR
None.

E. PRESENTATION
None.

F. OLD BUSINESS
Chair Sweetland reviewed the short- and long-term goals approved by commissioners. Short-term: Identify, promote and meet the needs of our senior population to help seniors stay healthy and active; expand technology training at the three senior centers with virtual senior center in mind and create awareness of senior population and their needs to the public, government officials and community groups.

Long-term goals include: Establish a foundation to raise construction funds for a new state of the art senior center and to support new and ongoing programs and existing senior centers; demolished existing Wilson Park restrooms and reconstruct in a different location of the park; reopen Colonia Senior Center; and create annual report on community services and senior needs.

Vice Chair Brainard reported she represented the commission at a meeting with the City Council and senior City staff. The Mayor asked for short-, medium- and long-term goals, which the Vice Chair provided using the commission’s discussed goals as follows: Short-term is to expand technology training at the three senior centers with a virtual senior
center in mind; medium-term goal provided was to demolish the existing Wilson Park restrooms and reconstruct same in a different location within the park and the long-term goal is construction of a new senior center.

Commissioner Madrid arrived at 9:07 a.m.

Commissioners discussed the grant applications received. There is a total of $44,600 available for the senior grants. Commissioner Fischer moved and Commissioner Owens seconded distribution of the funds as follows:

$2,500 ACTION
$2,500 FOOD Share
$3,000 Grey Law of Ventura County, Inc.
$4,000 Camarillo Hospice Corporation
$6,500 CAREGIVERS: Volunteers Assisting the Elderly
$6,000 Catholic Charities Oasis
$4,000 Elderpride, SHOP AH0Y
$5,000 St. John’s Regional Medical Center, Community Health Education Department
$4,600 Livingston CareGivers
$6,500 Long Term Care Services of Ventura County, Inc.


F. NEW BUSINESS
Greg Barnes discussed commissioners’ participation in the annual Christmas Parade and invited them to attend the Thanksgiving parties held at the senior centers. Marisue Eastlake told commissioners about a planned veterans pinning ceremony, designed to thank RSVP volunteers who served their country once in the military and now as a volunteer. She reminded them about the upcoming Senior Summit organized by County Supervisor Linda Parks.

H. SUBCOMMITTEE REPORTS / COMMISSION BUSINESS
Chair Sweetland spoke about new Senior Nutrition Program placements distributed by the Ventura County Area Agency on Aging and provided a sample for review.

I. FUTURE AGENDA ITEMS
None

J. ADJOURNMENT

Meeting was adjourned at 10:16 a.m.
January 2016

Agency Name-------
Agency Address-------
City, State, Zip code----

Dear-------------,

On _____________ the Oxnard City Council approved the recommendation of the Senior Services Commission to provide a Senior Services Contribution Award to your organization in the amount of $____________ for services 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 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 February 12, 2016.

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

Sincerely,

Terrel Harrison
Interim Recreation Superintendent

Acceptance Signature: _______________________

Agency Name: