



Camarillo Health Care District, Boardroom – Bldg E
3639 E Las Posas Road, Suite 124, Camarillo, CA 93010

SENIOR RESOURCE GUIDE WORKSHOP - MINUTES

Tuesday, October 1, 2013 – 9:00 a.m.

1. The meeting of the Camarillo Council on Aging was called to order at 9:00a.m., on October 1, 2013.
2. **Roll Call**
LUIS ESPINOSA, Chair - Present
VAL RAINS, Vice Chair - Present
TODD TERRES, Treasurer - Present
KAREN VALENTINE, Secretary - Present
RENEE HIGGINS, Member - Absent
3. **Pledge of Allegiance** – Luis Espinosa
4. **Open Communications/Public Forum** – None
5. **Adoption of Draft of Procedural Guidebook for the Board Members** –
It was **MOVED** by Council Member Val Rains, **SECONDED** by Council Member Karen Valentine to adopt the concept of an operating manual before the end of the year, and the **MOTION PASSED**.

Further discussion is still needed regarding the content of the operating manual.

6. **Senior Resource Guide** –
At the November Regular Meeting of the Camarillo Commission on Aging, November 19, 2013, Council Member Val Rains and Council Member Karen Valentine will bring a recommended final document that contains the proposed content of the guide including a one sentence description of each organization, to the meeting for review. Val and Karen will also bring back their suggestions regarding whether or not to include ads in the guide.

Council Chair Luis Espinosa, and Council Member Todd Terres will then determine the layout and the printing of the guide.

There was discussion regarding listing the Ombudsman's contact information under housing, assisted living, skilled nursing, and Alzheimer's.

- 7. Adjournment** – Council Chair, Luis Espinosa moved for adjournment, seconded by Council Member Val Rains, passed unanimously at 10:12 a.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Karen Valentine", written in black ink.

Karen Valentine

Secretary

Camarillo Council on Aging