



CAMARILLO COUNCIL ON AGING
Pleasant Valley Recreation and Park District
1605 Burnley St, Camarillo, CA 93010

Minutes

Tuesday, November 19, 2013 – 9:00 a.m.

1. The meeting of the Camarillo Council on Aging was called to order at 9:00 a.m., on November 19, 2013.
2. **Roll Call**
LUIS ESPINOSA, Chair - Present
VAL RAINS, Vice Chair - Present
TODD TERRES, Treasurer - Present
KAREN VALENTINE, Secretary - Present
RENEE HIGGINS, Member - Present
3. **Pledge of Allegiance** – Luis Espinosa
4. **Amendments to the agenda** – None
5. **Approval of Minutes** of the October 15, 2013 Meeting
 - Council Member Val Rains moves to approve the October 15, 2013 Minutes
 - Council Member Todd Terres seconds the motion
 - All in favor, no dissents
6. **Treasurer's Report**
 - Beginning Balance \$12,264.86
 - Earnings \$.52
 - Expenses \$.00
 - Ending Balance \$12,265.38

At the January 21, 2014 Regular Meeting, there will be discussion regarding moving the bank account to Allied Bank in order to earn more interest.

7. **Open communications/Public Forum - The Camarillo Council on Aging, Executive Board, will hear from the public on any item of interest that is not on the agenda. The Executive Board cannot take action on any item not scheduled on the agenda. These items may be referred for administrative action or scheduled on a future agenda.**

At the January 21, 2014 Regular Meeting, there will be discussion regarding the Camarillo Counsel on Aging sponsoring the March Sr. Meal that is held at the Pleasant Valley Recreation and Park District.

8. **Discussion Items – None.**

9. **Liaison Reports**

A. Camarillo Health Care District (CHCD) – Karen Valentine

- November 12, 2013 Attention Deficit – Hyperactivity Disorder (ADHD)
- November 19, 2013 Tame the Clutter
- January 14, 2013 Chef AJ Cooking Demonstration
- 2nd Tuesday of each month - Immunization clinic
- 2nd Thursday of each month - Produce give away 11:00 am

B. Pleasant Valley Recreation And Park District (PVRPD) – Jane Raab

- October 10, 2013 Wii Bowling Contest
- October 17, 2013 Flu Shot Clinic
- October 19, 2013 Semi-Annual Rummage Sale
- October 29, 2013 Annual Halloween Dance
- November 11, 2013 Luncheon
- November 6 – 8th Laughlin Nevada trip
- November 27, 2013 Thanksgiving potluck
- December 11, 2013 6:00pm-9:00pm holiday dance, with live band – Jane Raab said they were seeking sponsors for the printing of pictures that will be taken at the dance. Council Chair Luis Espinosa stated that the Camarillo Council on Aging will sponsor the printing of the pictures at the dance.
- December 14, 2013 Parade

C. Ventura County Area Agency On Aging (VCAAA) – Karen King

- November 13, 2013 at their meeting there was the adoption of several changes suggested by the By-Laws Committee resulting in five new policies and procedures and a new policy regarding how the advisory council operations should occur. There was also discussion around marketing materials around suicide prevention.
- VCAAA received a thank you note from Supervisor Parks for their donation to the November 2nd Senior Summit that was held at Cal State Channel Islands.

10. Old Business

A. PVRPD MOU Update – Luis Espinosa & Val Rains

It was **MOVED** by Council Member Karen Valentine, **SECONDED** by Council Member Renee Higgins, and the **MOTION PASSED** to accept the Memorandum Of Understanding between Pleasant Valley Recreation and Park District and Camarillo Council on Aging with the an updated Section 3F that reads: “An exhibitor fee schedule shall be established by PVRPD and CCOA. If an exhibitor fee is waived, approval from PVRPD and a designated member of CCOA is required. Upon, receipt event revenue will be deposited into the PVRPD District’s Expo account.”

It was agreed that Karen Valentine or Todd Terres would act as a direct contact point for CCOA, and Amy Steward for PVRPD, for items needing immediate direction or decisions.

B. Committee Assignments – Luis Espinosa

It was **MOVED** by Council Member Val Rains, **SECONDED** by Council Member Renee Higgins, and the **MOTION PASSED** to table the Committee Assignments discussion to the Regular Meeting of January 21, 2014.

C. Grant Program Process and Parameters Update – Val Rains

Council Member Val Rains talked to Jeffrie Madland, City Clerk, City of Camarillo. Council Members Val Rains and Renee Higgins will meet to discuss changes to the application that include how it benefits senior citizens, the purpose of the request, and the limit of how many times you can receive a grant. This will have to go back to the City of Camarillo for legal review. Council Members Val Rains and Renee Higgins will prepare the application for approval at the Regular Meeting of January 21, 2014.

D. Senior Resource Guide – Val Rains & Karen Valentine

It was decided that there would be a Special Meeting on December 4, 2013 to have further discussion regarding the Senior Resource Guide. PVRPD will submit changes and suggestions directly to Council Member Karen Valentine.

11. New Business

A. President’s Resignation Letter and Discussion of Replacement – Luis Espinosa

Council Chair Luis Espinosa submitted his resignation. Council Member Val Rains **MOVED** to accept Luis Espinosa’s resignation letter with regret, **SECONDED** by Council Member Todd Terres, and the **MOTION PASSED**.

It was **MOVED** by Val Rains that Todd Terres become the Chair of the Camarillo Council on Aging from January 1, 2014 until June 2014, **SECONDED** by Renee Higgins, and the **MOTION PASSED**.

B. New Council Member Discussion and Possible Appointment – Val Rains

It was **MOVED** by Val Rains that Karen King be appointed to fill out Luis Espinosa's term that expires in June 2015, **SECONDED** by Luis Espinosa, and the **MOTION PASSED**.

C. Yearly Council Calendar / Future Meeting Locations – Val Rains

There will be a special meeting on Wednesday, December 4, 2013 at 12:00 p.m. at the Camarillo Health Care District. Items to be discussed will be finalizing the Senior Resource Guide, Grant Language, and Yearly Calendar with location and times.

- 12. Adjournment** – Council Member Val Rains moved for adjournment, seconded by Council Member Todd Terres, passed unanimously at 10:53 a.m.

Respectfully submitted,



Karen Valentine

Secretary

Camarillo Council on Aging