

CITY of LAGUNA WOODS COMMUNITY GRANTS OVERSIGHT COMMITTEE AGENDA

Regular Meeting
Thursday, August 27, 2015
9:30 a.m.

Laguna Woods City Hall
24264 El Toro Road
Laguna Woods, California 92637



Welcome to a meeting of the Community Grants Oversight Committee!

Public Comments: Persons wishing to address the Committee are requested to complete and submit a speaker card to City staff. Speaker cards are available near the entrance to the meeting location. Persons wishing to address the Committee on an item appearing on this agenda will be called upon at the appropriate time during the item's consideration. Persons wishing to address the Committee on an item *not* appearing on the agenda will be called upon during the "Public Comments" item. Persons who do not wish to submit a Speaker Card, or who wish to remain anonymous, may indicate their desire to speak from the floor. Speakers are requested, but not required, to identify themselves.

Americans with Disabilities Act (ADA): It is the intention of the City to comply with the ADA. If you need assistance to participate in this meeting, please contact either the City Clerk's Office at (949) 639-0500/TTY (949) 639-0535 or the California Relay Service at (800) 735-2929/TTY (800) 735-2922. The City requests at least two business days' notice in order to effectively facilitate the provision of reasonable accommodations.

REGULAR MEETING SCHEDULE

The Laguna Woods Community Grants Oversight Committee regularly meets on the fourth Thursdays of February, May, August, September, and November at 9:30 a.m.

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Regular and Adjourned Regular Meetings: Pursuant to California Government Code Section 54954.2 of the Ralph M. Brown Act, the City of Laguna Woods posts agendas at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, California 92637; on the City's website (www.cityoflagunawoods.org); and, at other locations designated by Resolution No. 02-33, at least 72 hours in advance of regular and adjourned regular meetings. Agendas and agenda materials are available at Laguna Woods City Hall during normal business hours and on the City's website. Printed copies of agendas and agenda materials are provided at no charge in advance of meetings. After meetings have occurred, a per page fee is charged for printed copies.

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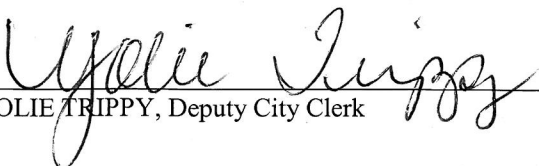
FOR ADDITIONAL INFORMATION

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AFFIDAVIT OF POSTING

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COUNTY OF ORANGE) ss.
CITY OF LAGUNA WOODS)

I, Yolie Trippy, Deputy City Clerk, City of Laguna Woods, hereby certify under penalty of perjury that this agenda was posted at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, California 92637; on the City's website (www.cityoflagunawoods.org); and, at other locations designated by Resolution No. 02-33, pursuant to California Government Code Section 54954.2 of the Ralph M. Brown Act.



YOLIE TRIPPY, Deputy City Clerk

8-21-15

Date

- I. CALL TO ORDER
- II. ROLL CALL
- III. PLEDGE OF ALLEGIANCE
- IV. PUBLIC COMMENTS

About Public Comments: This is the time and place for members of the public to address the Community Grants Oversight Committee on items *not* appearing on this agenda. Pursuant to State law, the Committee is unable to take action on such items, but may engage in brief discussion, provide input to City staff, or request that items be scheduled for consideration at future meetings.

V. COMMITTEE BUSINESS

5.1 Meeting Minutes

Recommendation: Approve the Community Grants Oversight Committee meeting minutes for the May 28, 2015 regular meeting.

5.2 Trauma Intervention Programs, Inc. Services

Recommendation: Receive and file a presentation from Trauma Intervention Programs, Inc. on services funded by the 2015 Community Services Grant Program.

5.3 2015 Community Services Grant Program

Recommendation:

1. Receive reports from committee members on the following 2015 Community Services Grant Program on-site evaluations:
 - a. Laura's House
 - b. The Roxanna Todd Hodges Foundation
 - c. South County Outreach

AND

2. Review and provide feedback to staff on the second quarterly reports from the following 2015 Community Services Grants Program recipients:

- a. Age Well Senior Services, Inc.
- b. Braille Institute of America, Inc.
- c. Dayle McIntosh Center for the Disabled
- d. The Foundation of Laguna Woods Village
- e. Laura's House
- f. The Roxanna Todd Hodges Foundation
- g. South County Outreach
- h. Trauma Intervention Programs, Inc.

AND

3. For each of the following 2015 Community Services Grant Program recipients, appoint one additional member of the Committee to participate in an on-site evaluation:

- a. Braille Institute of America, Inc.
(Committee Member Singer is currently appointed.)
- b. Dayle McIntosh Center for the Disabled
(Chair Rhodes is currently appointed.)
- c. The Foundation of Laguna Woods Village
(Vice Chair Sheppard is currently appointed.)

VI. ADJOURNMENT

Next Regular Meeting:

Thursday, November 26, 2015 at 9:30 a.m.
Laguna Woods City Hall
24264 El Toro Road, Laguna Woods, California 92637

**CITY OF LAGUNA WOODS CALIFORNIA
COMMUNITY GRANTS OVERSIGHT COMMITTEE MINUTES
REGULAR MEETING
May 28, 2015
9:30 P.M.
City Council Chambers
24264 El Toro Road
Laguna Woods, California 92637**

I. CALL TO ORDER

The Regular Meeting of the Community Grants Oversight Committee was called to order at 9:30 a.m.

II. ROLL CALL

COMMITTEE MEMBER: PRESENT: Sheppard, Singer, Rhodes
ABSENT: Gilison, Roddan

STAFF PRESENT: City Manager Macon, Assistant City Attorney Patterson,
Community Services Manager Foley, Deputy City Clerk Trippy,
Management Assistant Haston

III. PLEDGE OF ALLEGIANCE

Committee Member Rhodes led the pledge of allegiance.

IV. PUBLIC COMMENTS – None

V. COMMITTEE BUSINESS

5.1 Appointment of Committee Chair and Vice Chair

Moved by Committee Member Singer, seconded by Committee Member Sheppard, and carried unanimously on a 2-0 vote with Committee Member Rhodes abstaining, to appoint Committee Member Rhodes to serve as Chair of the Community Grants Oversight Committee to conduct meetings and attest to meeting minutes.

AND

Moved by Chair Rhodes, seconded by Committee Member Singer, and carried unanimously on a 2-0 vote with Committee Member Sheppard abstaining, to appoint Committee Member Sheppard to serve as Vice Chair of the Community Grants Oversight Committee to conduct meetings and attest to meeting minutes in the absence of the Chair.

5.2 Overview of Committee-related City Policies, the Ralph M. Brown Act, and Conflict of Interest Regulations

City Manager Macon and Assistant City Attorney Patterson provided information on City policies, the Ralph M. Brown Act, and conflict of interest regulations and responded to related questions from committee members.

5.3 Overview of the Community Services Grant Program

City Manager Macon and Community Services Manager Foley discussed the Community Services Grant Program, reviewed the City's Administrative Policy 2.8, and responded to related questions from committee members.

5.4 2015 Community Services Grant Program

Committee members reviewed the first quarterly reports from the following 2015 Community Services Grants Program recipients: Braille Institute of America, Inc., Dayle McIntosh Center for the Disabled, The Foundation of Laguna Woods Village, Laura's House, The Roxanna Todd Hodges Foundation, South County Outreach, and Trauma Intervention Programs, Inc.

AND

Moved by Chair Rhodes, seconded by Committee Member Singer, and carried unanimously on a 3-0 vote to appoint the following committee members to participate in on-site evaluations of the following 2015 Community Services Grant Program recipients:

- a. Age Well Senior Services, Inc. – Singer and Rhodes
- b. Braille Institute of America, Inc. – Singer
- c. Dayle McIntosh Center for the Disabled – Rhodes
- d. The Foundation of Laguna Woods Village – Sheppard
- e. South County Outreach – Sheppard and Rhodes

No appointments were made for on-site evaluations of Laura's House, The Roxanna Todd Hodges Foundation, or Trauma Intervention Programs, Inc., due to those recipients offering public programs at City Hall and other locations.

VI. ADJOURNMENT

The meeting was adjourned at 10:29 a.m. The next regular meeting will be at 9:30 a.m. on Thursday, August 27, 2015 at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.

Adopted: August 27, 2015

YOLIE TRIPPY, Deputy City Clerk

ROSLYN RHODES, Chair

2015 Community Services Grant Program Quarterly Reports

2ND QUARTER 2015

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2015 Community Services Grant Program Quarterly Reports

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2015 Community Services Grant Program Quarterly Reports

Introduction

To define guidelines and procedures for the allocation of municipal funds, or provision of services in lieu of funds, that will, in part, finance Community Services programs and activities conducted by non-profit/not-for-profit organizations that provide services to the residents of the City of Laguna Woods.

Summary of 2015 Awards

Organization	Grant Award Amount
Age Well Senior Services, Inc.	\$75,000
Braille Institute of America, Inc.	\$20,000
Dayle McIntosh Center for the Disabled	\$10,000
The Foundation of Laguna Woods Village	\$15,000
Laura's House	\$2,500
The Roxanna Todd Hodges Foundation	\$5,000
South County Outreach	\$20,000
Trauma Intervention Programs, Inc.	\$2,500
TOTAL	\$150,000

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2015 Community Services Grant Program Quarterly Reports

Age Well Senior Services, Inc.

Deliverable	Total Number of Events Conducted (BY QUARTER AND DELIVERABLE)				Total Number of Unique Laguna Woods Residents Provided Services (BY QUARTER AND DELIVERABLE)			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Legal/Tax Assistance Sessions (Minimum: 2,000 individual sessions)	1,005	25			495	25		
Congregate Meals Served (Minimum: daily, non-holiday, weekday lunches)	2,244	3,843			147	156		
Meals-on-Wheels Served (Minimum: three meals daily, non-holiday, weekdays)	19,395	25,548			186	213		
Wellness Programs (Estimate: 50 health screening/ presentation events)	15	22			95	360		
Adult Day Service Programs (Minimum: daily, non-holiday, weekdays)	493	617			19	21		
Transportation – One-way trips to/from the Florence Sylvester Memorial Senior Center	2	0			2	0		
Transportation – One-way trips to/from South County Adult Day Services	1,600	1,089			14	15		
Transportation – One-way trips to/from doctor’s appointments	2,000	1,038			50	62		
Transportation – One-way trips to/from social destinations	40	4			8	30		
Total Number of One-Way Transportation Trips Provided to Laguna Woods Residents (OVERALL)	Minimum: 5,000				Q1 = 74 Q2 = 107			
Total Number of Unique Laguna Woods Residents Provided Services (OVERALL)	Estimate: 500				Q1 = 1,016 Q2 = 882			

2015 Community Services Grant Program Quarterly Reports

Braille Institute of America, Inc.

Deliverable	Total Number of Events Conducted (BY QUARTER AND DELIVERABLE)				Total Number of Unique Laguna Woods Residents Provided Services (BY QUARTER AND DELIVERABLE)			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Independent Living Classes (Minimum: 24 classes)	5	10			16	10		
Orientation & Mobility Classes (Minimum: four classes)	1	1			2	4		
Individual Orientation Trainings (Estimate: 24 trainings)	11	13			4	7		
Peer Support Group Meetings (Minimum: 10 meetings)	2	2			10	8		
Low Vision Consultations (Minimum: 96 consultations)	17	22			12	14		
Library Patron Consultations (Minimum: 60 consultations)	5	10			5	10		
Total Number of Unique Laguna Woods Residents Provided Services (OVERALL)	Estimate: 75				Q1 = 49 Q2 = 53			

Q# = Quarter

2015 Community Services Grant Program Quarterly Reports

Dayle McIntosh Center for the Disabled

Deliverable	Total Number of Unique Laguna Woods Residents Provided Services (BY QUARTER AND DELIVERABLE)				Total Number of Hours of Services Provided to Laguna Woods Residents (BY QUARTER AND DELIVERABLE)			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Adaptive Living Skills Training	6	4			5.5	3.5		
Assisted Technology Training	7	6			17	6		
Peer Counseling Services	5	5			13.25	5.25		
Information Referral Services	6	7			7	1.75		
Total Number of Unique Laguna Woods Residents Provided Services (OVERALL)	Minimum: 40				Q1 = 24 Q2 = 22			

Q# = Quarter

2015 Community Services Grant Program Quarterly Reports

The Foundation of Laguna Woods Village

Deliverable	Total Number of Unique Laguna Woods Residents Provided Grocery Scrip (BY QUARTER AND DELIVERABLE)				Total Monetary Value of Grocery Scrip Provided to Laguna Woods Residents (BY QUARTER AND DELIVERABLE)			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Food & Grocery Assistance	40	30			\$4,500	\$3,500		
Total Number of Unique Laguna Woods Residents Provided Grocery Scrip (OVERALL)	Estimate: 115				Q1 = 40 Q2 = 30			
GRANTEE shall also provide a list summarizing the total monetary value of grocery scrip provided to Laguna Woods residents by market and market address.								

Q# = Quarter

Q1 - \$4,500 of grocery scrip purchased from Stater Brothers, 24336 El Toro Road, Laguna Woods, CA 92637.

Q2 - \$3,500 of grocery scrip purchased from Stater Brothers, 24336 El Toro Road, Laguna Woods, CA 92637.

2015 Community Services Grant Program Quarterly Reports

Laura's House

Deliverable		Total Number of Laguna Woods Resident Participants (BY QUARTER)			
		Q1	Q2	Q3	Q4
Event 1	Date: 3/15* Location: Irvine, CA	1			
Event 2	Date: 6/14** Location: Laguna Woods Village Clubhouse 3		75		
Event 3	Date: 6/15*** Location: City Hall		43		
Event 4	Date: Location:				

Deliverable	Total Number of Unique Laguna Woods Residents Provided Services (BY QUARTER AND DELIVERABLE)			
	Q1	Q2	Q3	Q4
Hotline Crisis Intervention	2	3		
Counseling/Resource Center	4	3		
Legal Advocacy Assistance	2	2		

Total Number of Unique Laguna Woods Residents Provided Services (OVERALL)	Estimate: 10	Q1 = 8 Q2 = 8
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Q# = Quarter

*Domestic Violence Advocacy Training (40 hours)

**World Elder Abuse Day

***Financial Awareness & Healthy Relationships for Seniors

2015 Community Services Grant Program Quarterly Reports

The Roxanna Todd Hodges Foundation

Deliverable		Total Number of Laguna Woods Resident Participants (BY QUARTER)				Total Number of Screenings Conducted with Laguna Woods Residents (BY QUARTER)			
		Q1	Q2	Q3	Q4	BP	CA	AA	CG
Event 1	Date: 01/08/15 Las Palmas	34				34	34		
Event 2	Date: 03/17/15 Florence Sylvester Senior Center	52				52	52		
Event 3	Date: 04/02/15 City Hall		48			48		48	15
Event 4	Date: 05/06/15 Laguna Woods Village Clubhouse 1		68			68	68		
Event 5	Date: 05/19/15 The Regency		36			36	36		
Event 6	Date: 06/11/15 City Hall		49			49	49		14
Event 7	Date: 06/16/15 Florence Sylvester Senior Center		33			33			14
Event 8	Date: 09/10/15 City Hall								
Event 9	Date: 09/29/15 Florence Sylvester Senior Center								
Event 10	Date: 11/12/15 City Hall								
Total Number of Unique Laguna Woods Resident Participants (OVERALL)		Estimate: 500				Q1 = 86 Q2 = 234			

Q# = Quarter

BP = Blood Pressure

CA = Carotid Artery

AA = Arterial Screening

CG = Cholesterol Glucose Screening

2015 Community Services Grant Program Quarterly Reports

South County Outreach

Deliverable	Total Number of Unique Laguna Woods Residents Provided Services (BY QUARTER AND DELIVERABLE)				Total Monetary Value of Emergency Assistance Provided to Laguna Woods Residents (BY QUARTER AND DELIVERABLE)			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Emergency Food	94	87			\$3,760	\$3,480		
Emergency Utility Assistance	0	2			\$0	\$2,000		
Emergency Rental Assistance	2	0			\$200	\$0		
Computer Skills Classes	8	5						

Deliverable	Total Number of Unique Laguna Woods Residents Serving as Volunteers (BY QUARTER AND DELIVERABLE)				Total Number of Hours of Volunteer Services Contributed by Laguna Woods Residents (BY QUARTER AND DELIVERABLE)			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Volunteer Program	38	31			342	288		

Total Number of Unique Laguna Woods Residents Provided Emergency Food, Utility Assistance, and Rental Assistance (OVERALL)	Minimum: 500	Q1 = 104 Q2 = 94
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Q# = Quarter

2015 Community Services Grant Program Quarterly Reports

Trauma Intervention Programs, Inc.

Deliverable	Total Number of Unique Laguna Woods Residents Provided Services (BY QUARTER)				Total Number of Follow-up Contacts Made in Excess of Those Otherwise Provided by Separate Agreement (BY QUARTER)			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Enhanced Follow-up Services	7	6			4	5		
Deliverable	Total Number of Liaison Contacts Made (BY QUARTER)				GRANTEE shall also provide a list of dates, times, individuals involved, and the nature of liaison contacts.			
	Q1	Q2	Q3	Q4				
Orange County Fire Authority (Minimum: Two per quarter)	2	2						
Orange County Sheriff's Dept. (Minimum: Two per quarter)	2	2						
Total Number of Laguna Woods Resident Participants in Emotional First Aid Seminar (OVERALL)	Estimate: 40				26			

Q# = Quarter

Q1 – Liaison Contacts

February	Orange County Sheriff's Department Deputy Carry Beuchler	Program Resource Reminder
February	Orange County Fire Authority Firefighter Jeff Braun	Program Resource Reminder
March	Orange County Sheriff's Department Deputy Carry Beuchler	Program Resource Reminder
March	Orange County Fire Authority Engineer Wagner	Program Resource Reminder

Q2- Liaison Contacts

May 2 nd	11:30 a.m.	Orange County Sheriff's Department Lieutenant Burmood	Program Resource Reminder
May 3 rd	3:20 p.m.	Orange County Fire Authority Firefighter Scott Arthur	Program Resource Reminder
June 25 th	1:30 p.m.	Orange County Fire Authority Captain Tim O'Hare	Program Resource Reminder
June 26 th	10:20 a.m.	Orange County Sheriff's Department Lieutenant Burmood	Program Resource Reminder