

AGENDA

COMMUNITY SERVICES COMMITTEE

REGULAR MEETING

March 26, 2014

9:30 A.M.

**Laguna Woods City Hall
Council Chambers
24264 El Toro Road
Laguna Woods, CA 92637**

AGENDA DESCRIPTION: The agenda descriptions are intended to give notice, to members of the public, of a general summary of items of business to be transacted or discussed. Any person wishing to address the Community Services Committee on any matter, whether or not it appears on this agenda, may do so under the appropriate section of the agenda. Whenever possible, lengthy testimony should be presented to the Committee in writing (12 copies) and only pertinent points presented orally. Requests to speak to items on the agenda shall be heard at the appropriate point on the agenda; requests to speak about subjects not on the agenda will be heard during the Public Comment section of the meeting.

I. CALL TO ORDER

II. ROLL CALL

III. COMMITTEE BUSINESS

A. City Website Modifications

RECOMMENDED ACTION: Provide input to staff regarding potential modifications to the City's website.

IV. COMMITTEE MEMBER COMMENTS

V. PUBLIC COMMENTS

VI. ADJOURN

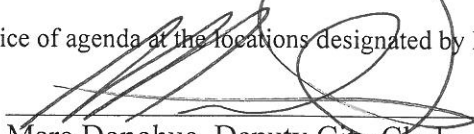
The next regular meeting of the Community Services Committee will be at 9:30 a.m. on April 23, 2014, at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637. Meetings may be cancelled due to a lack of agenda items.

AMERICANS WITH DISABILITIES ACT: In compliance with Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the City Clerk at (949) 639-0500 (Voice) or, TDD (949) 639-0535 or the California Relay Service at (800) 735-2929 if you have a TDD or (800) 735-2922 if you do not have a TDD. Notification 48 hours prior to the meeting should enable the City to make reasonable arrangements to assure accessibility to the meeting.

AGENDA: The Community Services Committee agenda and agenda back-up materials are available from the Office of the City Clerk, after 4:30 p.m., on the Friday prior to the City Council meeting. The office of the City Clerk is located at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637. Copies of the agenda are provided at no cost. Agenda back-up materials are available at City Hall for inspection and copies are available at no charge prior to the meeting. A per page copy cost does apply after the meeting. If you wish to be added to the e-mail or regular mail list to receive a copy of the agenda, a request must be made to the City Clerk in writing. Copies of the agenda are mailed only if stamped, self-addressed envelopes are provided. The City of Laguna Woods mailing address is 24264 El Toro Road, Laguna Woods, CA 92637. Phone: (949) 639-0500, FAX (949) 639-0591.

I declare under penalty of perjury that I posted this notice of agenda at the locations designated by Resoluton 02-33.

3/21/14
Date



Marc Donohue, Deputy City Clerk

RECAP

COMMUNITY SERVICES COMMITTEE

REGULAR MEETING

February 26, 2014

9:30 A.M.

Laguna Woods City Hall
Council Chambers
24264 El Toro Road
Laguna Woods, CA 92637

I. CALL TO ORDER

Chair Oakes called the meeting to order at 9:37 am.

II. ROLL CALL

Present: Oakes, Brians, Coles, Gorman, Portlock, Rhodes, Sheppard, Singer

Absent: Levine, Unatin, Unger

III. PRESENTATIONS

None

IV. COMMITTEE BUSINESS

A. City Council Advisory Committees

The Chairman, Bobby Oakes reviewed with the Committee members the agenda report on the City Council's recently approved revisions to the administrative policy for city council established advisory committees. She highlighted the information on Committee Use of Subcommittees, Appointment of Committee Vice Chairs, and reviewed the areas of responsibility assigned to the Community Services Committee.

B. Community Grant Fund Distribution

The Committee reviewed the information in the agenda report on the City Council's policy for Community Services Grant funding. The

Committee provided the following input on the issues outlined in the agenda report:

Are the existing eligible services adequate?

Transportation

The committee members felt that the city was providing transportation services through the Taxi Voucher program and the (NEMT) Non-Emergency Medical Transportation program to meet the needs of the community. The City Council also annually allocates \$75,000 to Age Well Senior Services, a portion of which is used for their transportation services. Based on the existing transportation programs being provided by the City and Age Well Senior Services, the committee felt that transportation is not a category that should be included in the policy for Community Services grant funding.

Arts and Recreation Programs

The committee members uniformly felt that the arts and recreation programs not be given funding consideration under the Community Services Grant policy.

Social Services Programs

The majority of the committee members stated that Social Services should be the highest and only category for community services grant funding.

Are there specific needs within the community that should be prioritized?

The committee members felt that the policy under section 2.8.03 Eligible Organizations and Services should be rewritten to clearly outline that the social services programs proposed by non-profit organizations must specifically identify the need or needs of the residents of Laguna Woods that will be addressed and how the grant funding will be used to meet that need. This will help the committee members in the evaluation process to prioritize and rank the applications based on meeting the most crucial needs of the City's residents.

How long should the application period be?

Most of the committee members felt that between 30 and 45 days was more than sufficient time to complete and submit a community services grant application.

How should the application period be publicized?

The committee members suggested the application period be publicized in public notices and press releases in the Globe and OC Register, the City's web page, and Channel 31. The City should also contact the Area Office on Aging for a list of non-profit agencies providing social services and solicit them to apply for a grant.

Residents Participation in the Committee's Grant Review Process

The majority of committee members felt that it was important to publicize and invite residents to participate in the Community Services Committee meetings scheduled to review and evaluate grant proposals. This could be done by press releases and information on the City's web site and the Channel 31.

How should site evaluations for awarded grants be conducted?

The committee members felt it was important to give the successful grant applicants time to implement their programs or services before conducting a site evaluation. In previous years, the site evaluations were scheduled and conducted sometime after the first quarter of the grant cycle beginning in April and May.

Since it will not always be possible to schedule a site visit in which all committee members will be able to participate, the committee would select among themselves which site visits each would participate in. Depending on the number of grant sites, committee members would be assigned which site visit to participate in with staff. Each group that visits a site would report back to the committee at the next Community Services Committee meeting.

C. City Website Modifications

The members of the committee that have accessed the city's web site commented that it is difficult to find the information they needed. Most members expressed the need for the website to be more user friendly. The committee members wanted the information on the

council meeting scheduled for the month including the agenda and any upcoming programs or services scheduled for the current month prominently displayed when you visit the web page. Members also wanted the information on the Channel 31 bulletin board to be available on the web site. Members also wanted the city council meetings on the web site so they and the public could watch them if they did not have the opportunity to attend or watch the meeting on Channel 31. The committee agreed to continue this item to its March meeting, so that members could further explore the City's website.

V. COMMITTEE MEMBER COMMENTS

None

VI. PUBLIC COMMENTS

None

VII. ADJOURN

The meeting was adjourned at 11:05 a.m.

The next regular meeting of the Community Services Committee will be at 2 p.m. on March 26, 2014, at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637. Meetings may be cancelled due to a lack of agenda items.