

# CITY of LAGUNA WOODS COMMUNITY GRANTS OVERSIGHT COMMITTEE AGENDA

Regular Meeting  
Thursday, February 25, 2016  
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.

---

AGENDA POSTING AND AVAILABILITY

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](http://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.

Special Meetings: Agenda posting and availability for special meetings is conducted pursuant to all applicable provisions of California Government Code (Ralph M. Brown Act).

---

AGENDA DISTRIBUTION LISTS

Electronic Distribution: The City of Laguna Woods provides notification of agenda posting and availability via email. To register to receive email notifications, please email [cityhall@cityoflagunawoods.org](mailto:cityhall@cityoflagunawoods.org) or contact the City Clerk’s Office at (949) 639-0500/TTY (949) 639-0535. Please note that the City is not responsible for, and makes no guaranties or warranties related to, the transmission or receipt of email notifications.

Mail Distribution: The City of Laguna Woods is able to mail agendas and/or agenda materials if provided with advance payment for postage and printing (if applicable). To request mail distribution, please email [cityhall@cityoflagunawoods.org](mailto:cityhall@cityoflagunawoods.org) or contact the City Clerk’s Office at (949) 639-0500/TTY (949) 639-0535.

---

FOR ADDITIONAL INFORMATION


For additional information, please contact the City Clerk’s Office at (949) 639-0500/TTY (949) 639-0535, [cityhall@cityoflagunawoods.org](mailto:cityhall@cityoflagunawoods.org), or 24264 El Toro Road, Laguna Woods, California 92637.

---

AFFIDAVIT OF POSTING

STATE OF CALIFORNIA     )  
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](http://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

2-19-16  
\_\_\_\_\_  
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 August 27, 2015 regular meeting.

5.2 2015 Community Services Grant Program

*Recommendation:*

1. Receive reports from committee members on the following 2015 Community Services Grant Program on-site evaluations:
  - 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

AND

2. Review and provide feedback to staff on the third and fourth quarterly/annual 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.

5.3 Community Services Grant Program – Future Funding Cycles

*Recommendation:* Discuss and provide input to staff.

5.4 Committee Meeting Schedule

*Recommendation:* Cancel the regular Community Grants Oversight Committee meeting scheduled for May 26, 2016 at 9:30 a.m.

**VI. ADJOURNMENT**

Next Regular Meetings:

Thursday, May 26, 2016 at 9:30 a.m.  
Laguna Woods City Hall  
24264 El Toro Road, Laguna Woods, California 92637

Thursday, August 25, 2016 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  
August 27, 2015  
9:30 A.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: Gilison, Sheppard, Singer, Rhodes, Roddan  
ABSENT: -

STAFF PRESENT: City Manager Macon, Deputy City Clerk Trippy

**III. PLEDGE OF ALLEGIANCE**

Vice Chair Sheppard led the pledge of allegiance.

**IV. PUBLIC COMMENTS – None**

**V. COMMITTEE BUSINESS**

5.1 Meeting Minutes

Moved by Committee Member Gilison, seconded by Committee Member Roddan, and carried unanimously on a 5-0 vote to approve the Community Grants Oversight Committee meeting minutes for the May 28, 2015 regular meeting.

5.2 Trauma Intervention Programs, Inc. Services

Committee members received and filed a presentation from Heather Sergeant from Trauma Intervention Programs, Inc. on services funded by the 2015 Community Services Grant Program.

[CONTINUED ON NEXT PAGE]

5.3 2015 Community Services Grant Program

Committee members received reports from committee members on the following 2015 Community Services Grant Program on-site evaluations: Laura’s House, The Roxanna Todd Hodges Foundation, and South County Outreach. No problems were noted.

AND

Committee members reviewed the second quarterly reports from the following 2015 Community Services Grants Program recipients: Age Well Senior Services, Inc., 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. No problems were noted.

AND

Moved by Committee Member Roddan, seconded by Committee Member Gilison, and carried unanimously on a 5-0 vote to appoint the following additional committee members to participate in on-site evaluations of the following 2015 Community Services Grant Program recipients:

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

**VI. ADJOURNMENT**

The meeting was adjourned at 10:35 a.m. The next regular meeting will be at 9:30 a.m. on Thursday, November 26, 2015 at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.

Adopted: February 25, 2016

---

YOLIE TRIPPY, Deputy City Clerk

---

ROSLYN RHODES, Chair

# 2015 Community Services Grant Program Reports

AS OF 4TH QUARTER 2015

*This page is intentionally blank.*



# 2015 Community Services Grant Program Reports

## Table of Contents

Introduction ..... 4

Summary of 2015 Awards ..... 4

**Reports - As of 4<sup>th</sup> Quarter 2015**

Age Well Senior Services, Inc. .... 6

Braille Institute of America, Inc. .... 7

Dayle McIntosh Center for the Disabled ..... 8

The Foundation of Laguna Woods Village ..... 9

Laura’s House ..... 10

The Roxanna Todd Hodges Foundation ..... 11

South County Outreach ..... 12

Trauma Intervention Programs, Inc. .... 13

*This page is intentionally blank.*

# 2015 Community Services Grant Program 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

<b>Organization</b>	<b>Grant Award Amount</b>
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
<b>TOTAL</b>	<b>\$150,000</b>

*This page is intentionally blank.*

# 2015 Community Services Grant Program 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	121	155	495	25	117	155
Congregate Meals Served (Minimum: daily, non-holiday, weekday lunches)	2,244	3,843	2,537	2,416	147	156	145	133
Meals-on-Wheels Served (Minimum: three meals daily, non-holiday, weekdays)	19,395	25,548	23,475	21,056	186	213	230	188
Wellness Programs (Estimate: 50 health screenings/presentations)	15	22	26	17	95	360	500	525
Adult Day Service Programs (Minimum: daily, non-holiday, weekdays)	493	617	650	569	19	21	26	25
Transportation – One-way trips to/from the Florence Sylvester Memorial Senior Center	2	0	0	0	2	0	0	0
Transportation – One-way trips to/from South County Adult Day Services	1,600	1,089	1,819	1,725	14	15	15	17
Transportation – One-way trips to/from doctor's appointments	2,000	1,038	1,562	1,688	50	62	154	157
Transportation – One-way trips to/from social destinations	40	4	32	145	8	30	12	13
<b>Total Number of One-Way Transportation Trips Provided to Laguna Woods Residents (OVERALL)</b>	Minimum: 5,000				12,744			
<b>Total Number of Unique Laguna Woods Residents Provided Services (OVERALL)</b>	Estimate: 500				549			

## 2015 Community Services Grant Program 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	12	4	16	10	110	12
Orientation & Mobility Classes (Minimum: four classes)	1	1	1	4	2	4	3	15
Individual Orientation Trainings (Estimate: 24 trainings)	11	13	11	11	4	7	8	5
Peer Support Group Meetings (Minimum: 10 meetings)	2	2	2	2	10	8	10	11
Low Vision Consultations (Minimum: 96 consultations)	17	22	26	25	12	14	15	14
Library Patron Consultations (Minimum: 60 consultations)	5	10	21	10	5	10	21	10
<b>Total Number of Unique Laguna Woods Residents Provided Services (OVERALL)</b>	Estimate: 75				Q1 = 49 Q2 = 53 Q3 = 167 Q4 = 67			

Q# = Quarter

## 2015 Community Services Grant Program 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	3	3	5.5	3.5	3.75	3.25
Assisted Technology Training	7	6	4	6	17	6	9.25	5
Peer Counseling Services	5	5	3	4	13.25	5.25	12	15.5
Information Referral Services	6	7	6	3	7	1.75	10.25	2.75
<b>Total Number of Unique Laguna Woods Residents Provided Services (OVERALL)</b>	Minimum: 40				Q1 = 24 Q2 = 10 Q3 = 9 Q4 = 6			

Q# = Quarter

## 2015 Community Services Grant Program 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	28	19	\$4,500	\$3,500	\$3,300	\$2,000

<b>Total Number of Unique Laguna Woods Residents Provided Grocery Scrip (OVERALL)</b>	Estimate: 115	117
---	---------------	-----

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.

Q3- \$3,300 of grocery scrip purchased from Stater Brothers, 24336 El Toro Road, Laguna Woods, CA 92637.

Q4- \$2,000 of grocery scrip purchased from Stater Brothers, 24336 El Toro Road, Laguna Woods, CA 92637.



## 2015 Community Services Grant Program Reports

### Laura's House

Deliverable		Total Number of Laguna Woods Resident Participants (BY QUARTER)			
		Q1	Q2	Q3	Q4
Event 1	Date: 3/15/15* Location: Irvine, CA	1			
Event 2	Date: 6/14/15** Location: Laguna Woods Village Clubhouse 3		75		
Event 3	Date: 6/15/15*** Location: City Hall		43		
Event 4	Date: 11/2/15**** Location: Lake Forest, CA				4

Deliverable		Total Number of Unique Laguna Woods Residents Provided Services (BY QUARTER AND DELIVERABLE)			
		Q1	Q2	Q3	Q4
Hotline Crisis Intervention		2	3	2	0
Counseling/Resource Center		4	3	2	2
Legal Advocacy Assistance		2	2	2	0
<b>Total Number of Unique Laguna Woods Residents Provided Services (OVERALL)</b>		Estimate: 10		17	

Q# = Quarter

\*Domestic Violence Advocacy Training (40 hours)

\*\*World Elder Abuse Day

\*\*\*Financial Awareness & Healthy Relationships for Seniors

\*\*\*\*Celebrate America-Healthy Relationships

# 2015 Community Services Grant Program 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			15		15		15	10
Event 9	Date: 09/29/15 Florence Sylvester Senior Center			48		48	48		
Event 10	Date: 11/12/15 City Hall				55	55	55		15
Additional Event	Date: 12/15/2015 Florence Sylvester Senior Center				32	32			15
<b>Total Number of Unique Laguna Woods Resident Participants (OVERALL)</b>		Estimate: 500				Q1 = 86 Q2 = 234 Q3 = 63 Q4 = 87			

Q# = Quarter

BP = Blood Pressure

CA = Carotid Artery

AA = Arterial Screening

CG = Cholesterol Glucose Screening

# 2015 Community Services Grant Program 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	90	66	\$3,760	\$3,480	3,600	2,640
Emergency Utility Assistance	0	2	2	0	\$0	\$2,000	1,650	0
Emergency Rental Assistance	2	0	2	0	\$200	\$0	200	0
Computer Skills Classes	8	5	8	8	X	X	X	X

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	33	39	342	288	311	374

<b>Total Number of Unique Laguna Woods Residents Provided Emergency Food, Utility Assistance, and Rental Assistance (OVERALL)</b>	Minimum: 500	703
---	--------------	-----

Q# = Quarter

## 2015 Community Services Grant Program 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	8	5	4	5	3	4
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	2	2				
Orange County Sheriff's Dept. (Minimum: Two per quarter)	2	2	2	2				
<b>Total Number of Laguna Woods Resident Participants in Emotional First Aid Seminar (OVERALL)</b>	Estimate: 40				26			

Q# = Quarter

#### Q1- Liaison Contacts

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

#### Q2- Liaison Contacts

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

## Trauma Intervention Programs, Inc. (continued)

### Q3- Liaison Contacts

September 11 <sup>th</sup>	3 p.m.	Orange County Fire Authority Station 22	Program Resource Reminder
September 15 <sup>th</sup>	7 p.m.	Orange County Sheriff's Department Sergeant Wertz	Program Resource Reminder
September 30 <sup>th</sup>	1 p.m.	Orange County Fire Authority Abadjian and Murphy	Program Resource Reminder
September 30 <sup>th</sup>	12 p.m.	Orange County Sheriff's Department Lieutenant Burmood	Program Resource Reminder

### Q4- Liaison Contacts

October 10 <sup>th</sup>	2 p.m.	Orange County Sheriff's Department Deputy Fry	Program Resource Reminder
December 16 <sup>th</sup>	11:30 a.m.	Orange County Fire Authority Zimmer	Program Resource Reminder
December 30 <sup>th</sup>	11 a.m.	Orange County Sheriff's Department Lee-Vargas	Program Resource Reminder
December 30 <sup>th</sup>	10:15 a.m.	Orange County Fire Authority Botelho	Program Resource Reminder