

**RECREATION & COMMUNITY SERVICES**  
**SENIOR CITIZEN ADVISORY BOARD**

**MEETING MINUTES**  
**Thursday, June 26, 2014 - 1:00 PM**  
**LAS PALMAS PARK**  
**505 S. HUNTINGTON STREET, SAN FERNANDO, CA**

BOARD MEMBERS PRESENT: Michael Kmet, Angel Avila, Benita Rivera,  
Marco "Tulio" Escobar and Danny Gomez

BOARD MEMBERS ABSENT: None

STAFF PRESENT: Virginia Ufano, Community Services Supervisor  
Maribel Perez, Program Specialist  
Linda Bowden-Moreno, RCS Office Specialist

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**I. CALL TO ORDER**

Michael Kmet called the meeting to order at 1:02 p.m.

**II. PLEDGE OF ALLEGIANCE**

Led by Angel Avila

**III. ROLL CALL**

Roll call by Linda Bowden-Moreno

Present: Angel Avila, Marco "Tulio" Escobar, Michael Kmet, Danny Gomez,  
Benita Rivera

Absent: None

**IV. APPROVAL OF AGENDA**

A motion was made to approve the agenda for the June 26, 2014  
Senior Citizen Advisory Board Meeting:

Motion: Angel Avila Second by: Benita Rivera  
For: Unanimous  
Against: None  
Abstained: None

**V. APPROVAL OF MINUTES**

Motion was made to approve the minutes for the May 22, 2014 Senior Citizen Advisory Board Meetings.

Motion:	Angel Avila	Second by:	Marco Tulio Escobar
For:	Unanimous		
Against:	None		
Abstained:	None		

**VI. CORRESPONDENCE**

- None at this time

**VII. PUBLIC COMMENT**

- No public comment

**VIII. NEW BUSINESS**

**A. Adopted Senior Board Priorities for FY 2013-2014**

- Item tabled

**B. Senior Board Priorities for FY 2014-2015**

- Board Members were asked to submit priorities for Fiscal Year 2014-2015.

**IX. OLD BUSINESS**

**A. CSUN/San Fernando Wellness Partnership Update**

- Item tabled

**B. Elderly Nutrition Program Update**

- Virginia Ufano reported on the in-service training on food borne illness that ENP food handlers recently attended. The workshop included training on the process of handling a report of illness and how to promptly and properly respond in that situation.

- New menus for the Elderly Nutrition Program have been released for 2014-2015. There are a few new food items planned for this year. Copies of menus were distributed to board members.
- The AAA Fiscal Audit has just been completed. The results are not in yet but staff will plan on reporting the outcome to board members as soon as a response is received.
- The next QA meeting is scheduled for July 10<sup>th</sup>.
- A meeting with the County is scheduled on July 28<sup>th</sup> to discuss new regulations put in place for this year.

### **C. Senior Programming Update**

- The next Food Bank distribution is scheduled for Monday, July 7<sup>th</sup>.
- The Nutrition Program Fourth of July celebration will be held on Thursday, July 3<sup>rd</sup>.
- The Senior Meal Program requires annual registration. The registration form has recently been revised and will be utilized when participants are re-registered.
- The Summer Aerobics class was cancelled as the instructor is out sick. There will be a new instructor assigned for the Fall. An afternoon aerobics class may be added in the near future.
- The first session of the Summer Yoga Class will be ending soon. Each session has a cost of \$40.00.
- The Las Palmas Senior Club will be implementing some changes. There is a need for more organization and direction for the Board of Directors and membership alike.
- The next Senior Excursion is La Paz Mexican Restaurant brunch scheduled this weekend.
- The Senior Club Father's Day Dance was held Saturday, June 21<sup>st</sup> and was well attended.

### **X. STAFF COMMUNICATIONS**

- Staff informed the board members that a First Aide Class has been proposed to provide first aide instruction to seniors. The date is tentatively on July 30<sup>th</sup>. More information will be provided as it becomes available.

- Staff informed board members that a training on the Brown Act and Practices for Orderly Conduct of City Meetings is being offered on Saturday, July 19<sup>th</sup> at City Hall at 9:00 a.m. Board Members are invited to attend.

## **XI. BOARD MEMBER COMMENTS**

- Mr. Kmet inquired about Las Palmas Park building being inspected as an emergency supply shelter. Staff reported that Recreation Park has been identified as the emergency shelter facility for the parks.
- Benita Rivera commented on her previous request to repair sidewalks around Las Palmas Park due to the lifting of the concrete due to tree roots. This is a hazard to pedestrians.
- Benita commented on the poor presentation of the enchiladas. Staff advised her that the item is an enchilada casserole, which has a different appearance. Staff will investigate further.
- Benita requested that plants be added to the empty pots located just outside the LP entrance. The empty pots are used as trash cans by the public and create an untidy appearance.
- The next Senior Board Meeting is scheduled on July 24<sup>th</sup>, 2014

## **XII. ADJOURNMENT**

There being no further business, the Senior Board meeting was adjourned at 1:35 p.m.

Motion: Angel Avila  
For: Unanimous  
Against: None  
Abstained: None

Second by: Marco Tulio Escobar