



AGENDA

IRVINE SENIOR CITIZENS COUNCIL REGULAR MEETING

**MAY 20, 2021
9:00 AM**

Zoom Meeting

**IMPORTANT PUBLIC HEALTH AND SAFETY MESSAGE REGARDING
PARTICIPATION IN IRVINE AQUATICS ADVISORY BOARD MEETINGS**

AS A RESULT OF THE COVID-19 VIRUS, AND RESULTING ORDERS AND DIRECTION FROM THE PRESIDENT OF THE UNITED STATES, THE GOVERNOR OF THE STATE OF CALIFORNIA, AND THE ORANGE COUNTY HEALTH CARE AGENCY, AS WELL AS THE CITY OF IRVINE EMERGENCY DECLARATION, THE PUBLIC WILL NOT BE PERMITTED TO PHYSICALLY ATTEND THE IRVINE SENIOR CITIZENS COUNCIL MEETING TO WHICH THIS AGENDA APPLIES.

YOU MAY SUBMIT COMMENTS ON ANY AGENDA ITEM, OR ON ANY ITEM NOT ON THE AGENDA, IN WRITING VIA EMAIL TO AMARTINEZ@CITYOFIRVINE.ORG. EMAILS RECEIVED FOR AGENDA ITEMS WILL BE READ INTO THE RECORD AT THE TIME DETERMINED BY THE CHAIRPERSON. YOU MAY ALSO PROVIDE LIVE COMMENTS VIA "ZOOM". FOR MORE INFORMATION, VISIT [HTTPS://WWW.CITYOFIRVINE.ORG/SENIOR-SERVICES/SENIOR-CITIZENS-COUNCIL](https://www.cityofirvine.org/senior-services/senior-citizens-council).

PLEASE NOTE: THE IRVINE SENIOR CITIZENS COUNCIL IS MAKING EVERY EFFORT TO FOLLOW THE SPIRIT AND INTENT OF THE BROWN ACT AND OTHER APPLICABLE LAWS REGULATING THE CONDUCT OF PUBLIC MEETINGS, IN ORDER TO MAXIMIZE TRANSPARENCY AND PUBLIC ACCESS. FOR QUESTIONS OR ASSISTANCE, PLEASE CONTACT SENIOR SERVICES AT 949-724-6690, OR VIA EMAIL AT AMARTINEZ@CITYOFIRVINE.ORG. IT WOULD BE APPRECIATED IF WRITTEN COMMUNICATIONS OF PUBLIC COMMENTS RELATED TO ITEMS ON THE AGENDA, OR ITEMS NOT ON THE AGENDA, ARE PROVIDED PRIOR TO THE COMMENCEMENT OF THE MEETING.

Speaker’s Form/Request to Speak: If you would like to address the Senior Council on a scheduled agenda item, including a Consent Calendar item, please complete the Request to Speak Form. Speaker’s Forms are located on the table at the entrance to the meeting room. Please identify on the form your name, address (optional) and the item on which you would like to speak and return to the Recording Secretary. The Request to Speak Form assists the Chair in ensuring that all persons wishing to address the Senior Council are recognized. Your name will be called at the time the matter is heard by the Senior Council. City policy is to limit public testimony to three minutes per speaker (unless extended by the Chair) which includes the presentation of electronic or audio visual information.

CALL TO ORDER

ROLL CALL

COUNCIL MEMBER:	AMAL BARADEHI	Council Appointee: Khan
COUNCIL MEMBER:	JERRY CHANG	Council Appointee: Kuo
COUNCIL MEMBER:	K. CAL HIBRAWI	Member-at-Large
COUNCIL MEMBER:	GRETA JACOBS	Council Appointee: Agran
COUNCIL MEMBER:	MYUNG SUH	Council Appointee: Kim
VICE CHAIR:	BILL SANDLIN	Council Appointee: Carroll
CHAIR:	CAROLYN INMON	Member-at-Large

PLEDGE OF ALLEGIANCE – Chair Inmon

INTRODUCTIONS

PRESENTATIONS

1. May 2021 Older Americans Month Proclamation – Mayor Khan
2. Senior Safety – Officer Britt Vickner, Irvine Police Department

ANNOUNCEMENTS

Community Services Superintendent Sandra Salcedo

SENIOR COUNCIL MEMBER ANNOUNCEMENTS/UPDATES

PUBLIC COMMENTS

Any member of the public may address the Senior Council on items within the Senior Council’s subject matter jurisdiction, but which are not listed on this Agenda during PUBLIC COMMENTS. However, no action may be taken on matters that are not part of the posted agenda. PUBLIC COMMENTS are scheduled for 30 minutes and are limited to 3 minutes per person. If you wish to speak, please complete a Speaker’s Form and submit it to the Recording Secretary.

ADDITIONS AND DELETIONS

Additions to the agenda are limited by California Government Code Section 54954.2 of the Brown Act and for those items that arise after the posting of the Agenda and must be acted upon prior to the next Senior Council meeting.

COMMITTEE/GROUP/AGENCY REPORTS

- 1. Senior Services Support/Interest Groups**
(Please limit Committee Reports to 3 minutes per person)
 - A. Friends of Outreach – Kathleen Pfeiffer, Vice President
 - B. Irvine Adult Day Health Services, Inc. – Kimberly Beeson, Executive Director
 - C. Irvine Evergreen Chinese Senior Association – Jerry Chang, Director
 - D. Irvine Senior Travelers – Joyce Duff, President
 - E. NEDA-Association of Iranian American Seniors – Nasser Fathi, President

- 2. Orange County Senior Citizens Advisory Council-Affiliated Committees**
(Please limit Committee Reports to 3 minutes per person)
 - A. Orange County Senior Citizens Advisory Council – Chair Inmon and Senior Council Member Suh
 - B. Health and Nutrition – Senior Council Members Baradehi and Chang
 - C. Housing and Transportation – Chair Inmon and Senior Council Members Chang and Jacobs
 - D. Legislative – Vice Chair Sandlin and Senior Council Member Suh

- 3. Senior Citizens Council Committees**
(Please limit Committee Reports to 3 minutes per person)
 - A. Facilities Committee – Senior Council Members Hibrawi, Jacobs and Suh
 - B. Leadership Committee – Vice Chair Sandlin and Senior Council Members Chang and Hibrawi
 - C. Nutrition Committee – Chair Inmon and Senior Council Member Baradehi and Chang

COUNCIL BUSINESS

1. APPROVAL OF SENIOR COUNCIL MINUTES

RECOMMENDED ACTION:

Approve minutes of the Senior Citizens Council regular meeting held on April 15, 2021.

2. SENIOR SERVICES ELDERLY NUTRITION PROGRAM

RECOMMENDED ACTION:

- 1) Review and provide input on the proposed changes to the Elderly Nutrition Program.
- 2) Recommend City Council approve withdrawing as the administrator of the Elderly Nutrition Program and partner with Age Well Senior Services for program administration.

END COUNCIL BUSINESS

ADJOURNMENT

Adjourn to a Senior Citizens Council Regular Meeting on **Thursday, June 17, 2021 at 9:00 AM** at Lakeview Senior Center, 20 Lake Road, Irvine, California.

NOTICE TO THE PUBLIC

At 11:00 a.m., the Senior Citizens Council will determine which of the remaining agenda items can be considered and acted upon prior to 12:00 noon and will continue all other items on which additional time is required until a future Committee meeting. All meetings are scheduled to terminate at 12:00 noon.

STAFF REPORTS

As a general rule, staff reports or other written documentation have been prepared or organized with respect to each item of business listed on the agenda. Copies of these materials are on file with the Senior Citizens Council liaison and are available for public inspection and copying once the agenda is publicly posted, (at least 72 hours prior to a regular Senior Citizens Council meeting).

If you have any questions regarding any item of business on the agenda for this meeting, or any of the staff reports or other documentation relating to any agenda item, please contact Senior Citizens Council liaison at (949) 724-6690.

SUPPLEMENTAL MATERIAL RECEIVED AFTER THE POSTING OF THE AGENDA

Any supplemental writings or documents distributed to a majority of the Senior Citizens Council regarding any item on this agenda after the posting of the agenda will be available for public review in the Community Services Department, One Civic Center Plaza, Irvine, California, during normal business hours. In addition, such writings or documents will be made available for public review at the respective public meeting.

SUBMITTAL OF INFORMATION BY MEMBERS OF THE PUBLIC FOR DISSEMINATION OR PRESENTATION AT PUBLIC MEETINGS

Written Materials/handouts: Any member of the public who desires to submit documentation in hard copy form may do so prior to the meeting or at the time he/she addresses the Senior Citizens Council. Please provide 10 copies of the information to be submitted and file with the Recording Secretary at the time of arrival to the meeting. This information will be disseminated to the Senior Citizens Council at the time testimony is given.

**CITY SERVICES TO FACILITATE ACCESS TO PUBLIC MEETINGS
AMERICANS WITH DISABILITIES ACT:**

It is the intention of the City of Irvine to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, the City of Irvine will attempt to accommodate you in every reasonable manner. Please contact the Senior Citizens Council liaison at 949-724-6690 at least 48 hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible. Please advise us at the time if you will need accommodations to attend or participate in meetings on a regular basis.

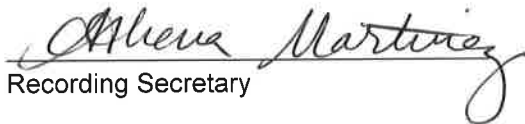
COMMUNICATION DEVICES

To minimize distractions, please silence or turn off all personal communication devices.

MEETING SCHEDULE

Regular meetings of the Senior Citizens Council are held on the third Thursday of each month at 9 a.m. unless otherwise noted. The Senior Citizens Council Agenda is posted in the Police Department. Meeting agendas and approved minutes are kept current on the City website at *cityofirvine.org*.

I hereby certify that the agenda for the Senior Citizens Council meeting was posted at the main entrance of City Hall and in the posting book located in the Public Safety Lobby of City Hall, One Civic Center Plaza, Irvine, California on May 14, 2021 by 5:00 p.m. as well as on the City's web page.


Recording Secretary

PRESENTATION
PROCLAMATION
OLDER AMERICANS MONTH

Proclamation

OLDER AMERICANS MONTH MAY 2021

WHEREAS, the City of Irvine includes a growing number of older Americans who have built resilience and strength over their lives through successes and difficulties; and

WHEREAS, the City of Irvine benefits when people of all ages, abilities, and backgrounds are included and encouraged to share their successes and stores of resilience; and

WHEREAS, the City of Irvine recognizes our need to nurture ourselves, reinforce our strength, and continue to thrive in times of both joy and difficulty; and

WHEREAS, the City of Irvine can foster communities of strength by creating opportunities to share stories and learn from each other, engaging older adults through education, recreation, and service; and encouraging people of all ages to celebrate connections and resilience.

NOW THEREFORE, the City Council of the City of Irvine DOES HEREBY PROCLAIM MAY 2021, as OLDER AMERICANS MONTH and urges every resident to recognize older adults and the people who support them as essential contributors to the strength of our community.


FARRAH N. KHAN

MAYOR OF THE CITY OF IRVINE
APRIL 27, 2021



MINUTES

ITEM 1



MINUTES

IRVINE SENIOR CITIZENS COUNCIL REGULAR MEETING

APRIL 15, 2021

Zoom Meeting

CALL TO ORDER

A regular meeting of the Irvine Senior Citizens Council (Senior Council) was called to order at 9:01 a.m. by Chair Inmon.

ROLL CALL

COUNCIL MEMBER:	AMAL BARADEHI	Council Appointee: Khan
COUNCIL MEMBER:	JERRY CHANG	Council Appointee: Kuo
COUNCIL MEMBER:	K. CAL HIBRAWI	Member-at-Large
COUNCIL MEMBER:	GRETA JACOBS	Council Appointee: Agran
COUNCIL MEMBER:	MYUNG SUH*	Council Appointee: Kim
VICE CHAIR:	BILL SANDLIN	Council Appointee: Carroll
CHAIR:	CAROLYN INMON	Member-at-Large

** arrived at 9:04 a.m.*

PLEDGE OF ALLEGIANCE

Vice Chair Sandlin led the Pledge of Allegiance.

INTRODUCTIONS

There were no introductions.

At this time, Community Services Superintendent Sandra Salcedo announced that in order to protect public health and prevent the spread of the Coronavirus (COVID-19), the Senior Council is accepting public comments for all agenda items via email to the Recording Secretary.

ANNOUNCEMENTS

Superintendent Salcedo made the following announcements:

- The Senior Services Volunteer Recognition Event will be held on Thursday, April 22 from noon to 2 p.m. at the Rancho Senior Center parking lot. This will be a drive-thru program, by invitation only, to honor our volunteers with greetings from staff and a gift to say Thank You.
- Community Development is updating Irvine's Housing Element as required by the State. Two virtual community workshops are scheduled for April 22 from 10 a.m. to noon, and on April 29 from 5:30 to 7:30 p.m. Additional information on the project can be found on the City's website at cityofirvine.org/HEUpdate.
- Amber Castrey has been selected for the role of Community Services Supervisor, effective April 17.

PUBLIC COMMENTS

Rachel Owens, Irvine resident, spoke about American Rescue Plan Act funds to be received by the City that can be used toward housing, investments in water, sewer, or broadband infrastructure. Mrs. Owens expressed her desire to see the City spend dollars to upgrade broadband systems as banking, Medicare, and insurance service industries migrate their services to online access only.

ADDITIONS AND DELETIONS

There were no additions or deletions to the agenda.

COMMITTEE/GROUP/AGENCY REPORTS

1. Senior Services Support/Interest Groups

- A. Friends of Outreach – No report.
- B. Irvine Adult Day Health Services, Inc. – No report.
- C. Irvine Evergreen Chinese Senior Association (IECSA)

Director Jerry Chang reported IECSA continues to offer weekly virtual programs via Zoom and waiting to hear when in-person programming will be allowed.

- D. Irvine Senior Travelers – No report.
- E. NEDA-Association of Iranian American Seniors – No report.

2. Orange County Senior Citizens Advisory Council (SCAC) - Affiliated Committees

Chair Inmon provided clarification regarding participation in SCAC committees as public attendees versus committee member.

A. Orange County Senior Citizens Advisory Council

Chair Inmon reported the following:

- A presentation was given by Osher Life Learning Institute
- Meals provided in the county, outside of Irvine, increased by 50,000
- Various non-emergent transportation services are available throughout the county, if needed, for vaccination appointments
- A new grant is available to help with home modifications and repairs to address fall prevention issues
- Committee discussed top priorities and goals

B. Health and Nutrition – No report.

C. Housing and Transportation

Senior Council Member Chang reported discussion included updates on affordable housing developments in the cities of Huntington Beach and Orange and the application process.

Chair Inmon inquired about process to access non-emergency transportation services, and advised that such Orange County services will transport Veterans to the Long Beach Veterans Hospital.

D. Legislative – Next meeting is on April 19, report to be provided in May.

3. Senior Citizens Council Committees

A. Facilities Committee

Senior Council Member Hibrawi reported project updates as follows:

- Push bars were installed on doors of Trabuco Center fitness center

- Lakeview Senior Center exterior has been painted and the front entrance awning will be replaced
- Rancho Senior Center carpeting and the front entrance awning will be replaced
- Rancho Senior Center patio shade adjustments to be made

Senior Council Member Suh reported staff working on reopening plans and filling staff vacancies. Discussion also included coordination of recreation programming.

B. Leadership Committee

Senior Council Member Chang reported:

- Objectives and meeting frequency for the committee were discussed
- Irvine Senior Travelers activities are still on hold until centers reopen
- IECSA continues with weekly virtual programs
- South Asian Senior Alliance (EKTAA Center) offering virtual programs

C. Nutrition Committee

Senior Council Member Chang reported discussion focused on virtual programming and anticipated timelines of reopening for in-person service.

Senior Council Member Baradehi reported the City is developing reopening plans and timelines to resume in-person meal services in conjunction with county guidelines. Additional information was provided on volunteer services. Nutritionist Anna Hamada also reviewed meal/menu guidelines.

COUNCIL BUSINESS

1. APPROVAL OF SENIOR COUNCIL MINUTES

ACTION: Moved by Senior Council Member Hibrawi and seconded by Senior Council Member Chang to approve minutes of the Senior Citizens Council regular meeting held on March 18, 2021.

The motion carried as follows:

AYES: 7 Baradehi, Chang, Jacobs, Hibrawi, Inmon, Sandlin, Suh
NOES: 0
ABSENT: 0

2. SENIOR SERVICES PROPOSED BUDGET FOR FISCAL YEARS 2021-23

Community Services Manager Cory Hilderbrand presented the item and responded to Senior Council questions.

Discussion included: expenditure/revenue variances and staffing effects due to COVID-19; use of funds for assisted living expenses for seniors with income levels in the “gray area.”

ACTION:

Moved by Senior Council Member Hibrawi and seconded by Senior Council Member Baradehi to recommend City Council approve the Senior Services Two-Year Budget for Fiscal Years 2021-2023 as proposed.

The motion carried as follows:

AYES: 7 Baradehi, Chang, Jacobs, Hibrawi, Inmon, Sandlin, Suh
NOES: 0
ABSENT: 0

END COUNCIL BUSINESS

SENIOR COUNCIL MEMBER UPDATES

Senior Council Member Hibrawi made the following comment:

- He completed the Workplace Harassment Prevention Training as required by the City but strongly feels it should not be required of Senior Council.
- Contact information for Senior Council should not be listed in the Senior Connection and those wishing to reach out to a Senior Council member should go through proper City channels.

Senior Council Member Suh made the following comments: the County’s SCAC website consistently has issues when trying to access SCAC committee agendas and meetings; would like more definitive reopening plan information.

Chair Inmon inquired about the most appropriate way to communicate suggestions on how incoming federal funds should be utilized.

ADJOURNMENT

Moved by Senior Council Member Hibrawi, seconded by Vice Chair Sandlin, and carried unanimously to adjourn the meeting at 10:14 a.m.

SENIOR CITIZENS COUNCIL CHAIR

Athena Martinez
Recording Secretary

Date

ITEM 2



REQUEST FOR IRVINE SENIOR CITIZENS COUNCIL ACTION

MEETING DATE: MAY 20, 2021

TITLE: SENIOR SERVICES ELDERLY NUTRITION PROGRAM



Community Services Manager

RECOMMENDED ACTION

1. Review and provide input on the proposed changes to the Elderly Nutrition Program.
2. Recommend City Council approve withdrawing as the administrator of the Elderly Nutrition Program and partner with Age Well Senior Services for program administration.

EXECUTIVE SUMMARY

The County of Orange Office on Aging Older Americans Act (Title III Program) allows for the City to provide the Elderly Nutrition Program (ENP) to Irvine's older residents. The ENP consists of congregate and home-delivered meals, nutrition transportation, case management services, and in-home services. Since 1998, Irvine has been the only Orange County city to serve as its own ENP administrator. Two nonprofit organizations (Age Well Senior Services and Meals on Wheels Orange County) serve as the ENP providers for all remaining cities within Orange County.

With program costs continuing to rise, and reporting requirements and administrative duties becoming more complex and frequent, staff conducted an evaluation of the City's administration of its ENP. The evaluation took into consideration the significant amount of City resources needed to administer the ENP, and the potential cost savings should the City allow Age Well Senior Services (Age Well) to assume the role of administrator.

In addition to some cost savings, stepping down as administrator of the ENP would allow Senior Services staff further outreach efforts. Contracting administration of ENP services would enable staff to dedicate more resources to the CHAMPIONS

Program, the Keen Center for Senior Resources, and potential future expansion of congregate meal service to include Rancho Senior Center and Trabuco Center. County requirements are extremely labor intensive and require case managers to designate a significant amount of time to reporting requirements.

Allowing a nonprofit organization to administer the ENP would potentially yield a total cost savings of approximately \$65,000 annually to the City. This would be achieved by reducing the City's General Fund contribution from \$487,533 to approximately \$422,403. Though a third-party provider would assume administration of the major functions of the ENP, the City would remain heavily involved with ENP operations by retaining responsibilities for hosting the congregate meal program and coordinating the deliveries of home-delivered meals through the Irvine Meals on Wheels program. Permitting Age Well to assume administration of the ENP would not negatively impact the quality of nutrition services, and on the contrary, the change would free up time and resources for the enhancement of outreach services to the most vulnerable and frail seniors in the Irvine community.

ANALYSIS

The City has been successfully providing ENP services for the past 22 years, however, as Irvine's older adult population continues to grow, its ability to meet the demand for this service becomes more challenging. On average, the congregate lunch program at the Lakeview Senior Center serves between 180 and 210 people per day.

Furthermore, as grant allocations increase with population growth, the expectation from the County is that the City will provide a greater level of service. This poses a challenge as the program has reached its capacity in both physical space in the kitchen and dining room, and in support staff.

Additionally, with the new landscape created by COVID-19, there is a need to modify senior nutrition to accommodate physical spacing, requiring multiple lunch seatings and timing breaks between scheduled seatings to ensure proper sanitization and disinfecting. The County has also informed the City that Grab-and-Go service will need to continue even after congregate dining is reestablished. The City is unable to run in-person dining (hot meals) and pick-up meal service (frozen meals) concurrently due to limitations in physical space and staffing.

Considerations

The following factors were taken into consideration as part of this program evaluation:

- Administering the ENP has become increasingly challenging as the County has created more restrictive administrative responsibilities. Staff (including management) has experienced an increase in time spent on program and fiscal audits, billing and data tracking, and grant proposals for continued funding.
- The City's purchasing and contracting requirements have changed to limit the use of Purchase Order Exhibits, making it necessary to conduct more RFPs and enter additional contracts for the acquisition of food and paper supplies.
- As the Meals on Wheels program has grown, so has its reliance on volunteer drivers for the delivery of meals. When there is a dip in volunteerism, staff is called on to provide meal delivery, pulling them away from their regular job responsibilities.
- Participant contributions and community donations vary from year to year and are included as program revenue for ENP budgets. As contributions and donations fall below the budgeted amounts, the City will need to use fund balance to make up for the shortfall. Without a steady level of contributions and donations, the fund balance may decrease, making it necessary to increase the City's transfer-in amount from the General Fund.

Budget/Funding

The ENP is funded through various mechanisms. For this evaluation, staff used revenue and expenditure levels that represent a typical fiscal year for ENP services. For FY 2021-22, not including COVID-19 related funding, the City anticipates receiving \$537,481 in grant funding from the County; \$487,533 from the City as a transfer-in from the General Fund; \$99,000 in participant and community donations; \$66,000 from Irvine Adult Day Health Services, Inc. for reimbursement of meals (separate from grant funding); and using \$54,170 from fund balance 128.

Taking FY 2021-22 as a sample year, if the City chooses to no longer administer its own ENP services, the City could see a reduction in expenditures of approximately \$821,780. This would leave a net general fund support cost of \$422,403 to maintain the new level of programming. The overall cost savings to the City would be \$65,130, or the difference between the City's transfer in of \$487,533 less the \$422,403.

Personnel

The majority of program expenses come from 19 staff positions that are either fully or partially supported by the ENP, totaling 11.28 Full Time Equivalents (FTE) at \$851,557. If the City were to opt out as the ENP administrator, staffing levels would be reduced due to six already vacant positions through attrition. Several part time staff will be reallocated to fill other positions within the Department.

Three positions would be required to support the new level of service, including a potential expansion of the Congregate Meals program to Rancho Senior Center and Trabuco Center. Staff responsibilities would include volunteer recruitment and coordination, Meals on Wheels delivery, oversight and coordination of the congregate meals program, and tracking and reporting meals and participant data. Staff would also serve as the City liaison to the Irvine Chapter of National Charity League and Age Well. Remaining staff would continue to support the Congregate and Meals on Wheels program while also be reassigned in other areas within Senior Services.

Case Managers previously assigned to the ENP will be reassigned to provide an enhanced offering of support services including, but not limited to, outreach to the most vulnerable senior populations, including underserved limited English speakers and homebound individuals.

Along with staffing changes, additional cost savings in the General Fund (\$25,036) will be realized through the elimination of a vacant Office Assistant and consultant. The proposed staffing changes eliminate the need for any potential layoffs.

FINANCIAL IMPACT

The proposed change would lead to a cost savings of approximately \$65,130 to the City's general fund. There are no additional costs to the City with this proposal.

REPORT PREPARED BY Cory Hilderbrand, Community Services Manager