

**REGULAR MEETING OF THE GOLDEN RAIN FOUNDATION
SECURITY AND COMMUNITY ACCESS COMMITTEE**

**Monday, February 22, 2021 – 1:30 p.m.
Virtual Meeting**

AGENDA

- | | |
|--|--------------|
| 1. Call to Order | Don Tibbetts |
| 2. Acknowledgment of Media | Don Tibbetts |
| 3. Approval of the Agenda | Don Tibbetts |
| 4. Approval of Meeting Report | Don Tibbetts |
| 5. Chair's Remarks | Don Tibbetts |
| 6. Member Comments (Items Not on the Agenda) | Don Tibbetts |

Reports:

- | | |
|--|--------------|
| 7. Disaster Preparedness Task Force Report | Carlos Rojas |
| 8. RV Update | Carlos Rojas |
| 9. Noteworthy Incidents | Carlos Rojas |
| 10. Security Statistics | Carlos Rojas |

Items for Discussion and Consideration:

- | | |
|---|--------------|
| 11. Emergency Equipment Update | Carlos Rojas |
| 12. Security Officers at Specialty Events | Carlos Rojas |
| 13. Garden Center Security Update | Carlos Rojas |
| 14. Gate Access Control Systems (RFID) | Carlos Rojas |
| 15. Fire Avert Devices | Carlos Rojas |

Items for Future Agendas:

- | | |
|----------------------|--|
| 16. To be determined | |
|----------------------|--|

Concluding Business:

- | | |
|--|--|
| 17. Committee Member Comments | |
| 18. Date of Next Meeting – April 26, 2021 at 1:30 p.m. | |
| 19. Adjournment | |



**REPORT OF THE REGULAR MEETING OF THE
GOLDEN RAIN FOUNDATION OF LAGUNA WOODS
SECURITY AND COMMUNITY ACCESS COMMITTEE**

The Regular Meeting of the Security and Community Access Committee was held on Monday, December 28, 2020 at 1:30 p.m. 24351 El Toro Road, Laguna Woods, California.

MEMBERS PRESENT: Don Tibbetts – Chair, , Cush Bhada, Craig Wayne, Bert Moldow, Manuel Armendariz and Bunny Carpenter

MEMBERS ABSENT: Anthony Liberatore, and John Dalis

ADVISORS PRESENT: Frank Tybor

ADVISORS ABSENT: Larry Cunningham

OTHERS PRESENT: John Frankel, Cash Achrekar and Bunny Carpeter

STAFF PRESENT: Carlos Rojas, Tom Siviglia, Brian Gruner and Jennifer Zion

CALL TO ORDER

Don Tibbetts, Chair, called the meeting to order at 1:30 p.m.

ACKNOWLEDGEMENT OF PRESS

The Media was not present.

APPROVAL OF AGENDA

By way of consensus, the Committee approved the agenda as presented.

APPROVAL OF MEETING REPORT

By way of consensus, the Committee approved the August 24, 2020 meeting report.

CHAIRMAN'S REMARKS

Chair Tibbetts welcomed everyone back with the new members and hopes everyone is staying safe.

MEMBER COMMENTS ON NON-AGENDA ITEMS

Manny Armendariz (917-D) commented that each manor should have two fire extinguishers and that DPTF should have training on how to use them.

Bert Moldow (3503-A) commented that Gates 3&9 have been down due to missing parts and what can be done to avoid these delays.

RESPONSE TO MEMBER COMMENTS ON NON-AGENDA ITEMS

Carlos Rojas, Chief of Security, responded to Mr. Moldow and explained that a third party vendor California Gates services the gates. Chief Rojas will speak with the vendor regarding what can be done to avoid delays.

REPORTS

Disaster Preparedness Task Force Report

Chief Rojas explained Pet Survey's have gone out and are on the website. There has been good responses. He is working with the Red Cross for online training in 2021, expecting to get started in January. Cash Achrekar is working with FireAvert to help prevent kitchen fires.

RV Update

Chief Rojas informed the Committee that right now, there are 7 spaces available for RV Lot A and 6 for RV Lot B. He explained that there have been no issues with the RV lots.

Noteworthy Incidents

Chief Rojas presented noteworthy incidents. He commented the internet outage has been a challenge, administrative wise, but we have turned a corner and expect to get most systems back up in the next month to month and half. Wildand fires generated a lot of smoke but the Security department was in contact with local Sherriff and Fire department.

Security Statistics

Chief Rojas reported on the statistics for the Security Department that includes Social Services and the Compliance Division. Reports are attached to the official minutes of this meeting.

Chief Rojas went through reports and explained certain statistics to the Committee. The Committee commented and asked questions.

ITEMS FOR DISCUSSION AND CONSIDERATION

Emergency Equipment Update

Chief Rojas updated the Committee on the Emergency Equipment. The two vehicles were purchased and are replacements. They will be in service in the next month.

Mandatory Security Officers at Specialty Events

Chief Rojas presented the Voluntary Security Officers at Specialty Events. The Committee commented and asked questions.

Director Bhada made a motion to amend the Recreation and Special Events Department Policy allowing clubs/residents to obtain fee-based security services when hosting specialty events and removing the word mandatory from the report. Director Armendariz seconded the motion.

By consensus, the motion carried.

ITEMS FOR FUTURE AGENDAS

Garden Center

CONCLUDING BUSINESS

Committee Member Comments

Director Cash asked Chief Rojas to explain Code Red protocol.

DATE OF THE NEXT MEETING

The next meeting is scheduled for Monday, February 22, 2021, at 1:30 p.m. in a virtual meeting.

ADJOURNMENT

There being no further business to come before the Committee, Chair Tibbetts adjourned the meeting at 2:16 p.m.

Don Tibbetts

Don Tibbetts, Chair

Signature: *Don Tibbetts*
Don Tibbetts (Dec 29, 2020 13:23 PST)

Email: dont@comline.com






GRF SCAC Report 2020-12-28-revised

Final Audit Report

2020-12-29

Created:	2020-12-29
By:	Jennifer Zion (jennifer.zion@vmsinc.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAA2jyQlnfKW3mDkr_n_KrWmOVkdfNqWS3K

"GRF SCAC Report 2020-12-28-revised" History

-  Document created by Jennifer Zion (jennifer.zion@vmsinc.org)
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RECREATIONAL VEHICLE LOTS (A - B)

SPACE AND VACANCIES			
	LOT "A"		LOT "B"
TOTAL SPACES	338		82
ASSIGNED RV SPACES	337		52
ASSIGNED PASSENGER VEHICLES			28
VACANCIES	1		2

WAITING LIST	
SPACE SIZE	NUMBER
12 Feet	
18 Feet	
19 Feet	
20 Feet	
25 Feet	
35 Feet	
36 Feet	
40 Feet	
45 Feet	
TOTAL	TBD

LOT "A"	
SPACE SIZE	NUMBER
13 Feet	
14 Feet	
15 Feet	
16 Feet	
18 Feet	
19 Feet	
20 Feet	
21 Feet	
22 Feet	
23 Feet	
24 Feet	
25 Feet	
26 Feet	
27 Feet	
28 Feet	
29 Feet	
30 Feet	
31 Feet	
32 Feet	
33 Feet	
34 Feet	
38 Feet	
40 Feet	
41 Feet	
48 Feet	
49 Feet	
55 Feet	
	0

LOT "B"	
SPACE SIZE	NUMBER
14 Feet	
25 Feet	
26 Feet	
31 Feet	
33 Feet	
	0



SOCIAL SERVICES DEPARTMENT

Chief Complaints 2021

MONTH	Inj / Fall Common	Inj / Fall Manor	Death	Neighbor Dispute	Sheriff Matter	Safety Issues	Confusion	Medical	All Others	TOTAL
Jan	7	18	29	5	2	2	7	1	12	83
Feb										0
Mar										0
Apr										0
May										0
Jun										0
Jul										0
Aug										0
Sep										0
Oct										0
Nov										0
Dec										0
Total	7	18	29	5	2	2	7	1	12	83
	8.4%	21.7%	34.9%	6.0%	2.4%	2.4%	8.4%	1.2%	14.5%	



Laguna Woods Village®

SOCIAL SERVICES DEPARTMENT

Chief Complaints from Incident Reports - January, 2021

DATE	Injury / Fall Common	In Manor	Death	Neighbor Dispute	Sheriff Matter	Safety Issues	Confusion	Medical	All Others	TOTAL
1/4	2	1	9	1			2		1	16
1/5										0
1/6		2	3						1	6
1/7				1			1			2
1/8										0
1/11	1	4	3	1			1		2	12
1/12				1						1
1/13										0
1/14										0
1/15										0
1/18	1	1	3				1		2	9
1/19					1				2	4
1/20		5				1			2	8
1/21			1							1
1/22										0
1/25	2	2	4						1	9
1/26	1	1	3				1			3
1/27										3
1/28										0
1/29		2	3	1	1		1		1	9
Total	7	18	29	5	2	2	7	1	12	83

Compliance Division

Allegations:	Nov	Dec	Jan
Abandoned Vehicle:	17	13	16
Alteration Maintenance:	15	17	18
Animal Nuisance:	29	36	41
Balcony Clutter:	27	19	25
Breezeway Clutter:	29	18	19
Caregiver Policy:	9	6	6
Carport Clutter:	37	52	42
Common Area Clutter:	28	18	21
Delinquencies:	99	58	77
Equestrian Center:	0	0	0
Estate Sales:	0	0	0
Events:	0	0	0
Garden Center Violations:	0	1	1
Gate Clearance:	3	3	3
Golf Course Violation:	0	0	0
Illegal Business:	0	0	0
Illegal Occupancy:	47	52	79
Interior Clutter:	9	2	5
Landscape:	39	41	57
Maintenance:	34	12	13
Nuisance:	71	89	133
Other:	4	18	34
Patio Clutter:	32	11	23
Real Estate Signage:	13	18	20
Recreation Policy:	0	0	0
RV Violation:	0	0	0
Short Term Rentals:	0	0	0
Smoking Policy:	8	13	18
Traffic Rules:	7	28	41
Unauthorized Alteration:	22	19	44
Vehicle Oil:	5	0	1
Total:	584	544	737

DRAFT STAFF REPORT

DATE: January 6, 2021
FOR: Security Department
SUBJECT: Gate Access Control Systems

RECOMMENDATION

None

BACKGROUND

The Golden Rain Foundation (GRF) oversee the gate access control system at Laguna Woods Village and is the authorized contract and agreement negotiator. All maintenance repairs, along with the responsibility to operate the gate access system, fall under the aegis of GRF and its managing agent, Village Management Services, Inc. (VMS).

FINANCIAL ANALYSIS

All fee schedules are set and approved by the GRF Board of Directors and are mailed out to the residents with the annual budget package and posted to the community website. The \$25.00 RFID fee was set and approved by the GRF Board Directors to offset the cost of maintenance and operations of the gate access control system.

The cost to GRF for each RFID is \$11.25. The cost passed onto the residents is \$25.00. The difference of \$13.75 is used to offset the costs to maintain and operate the gate access control system without passing them to resident's monthly assessments. There are approximately 3000 RFID that are sold annually that generate \$75,000 in revenue. The costs of the RFID are \$33,750 and the maintenance costs are approximately \$41,250.00.

Description	Amount
RFID Revenue	\$75,000
RFID Cost (qty 3000)	(\$33,750)
Annual Maintenance	(\$41,250)
Annual Assessment	\$0.00

Prepared By: Chuck Holland, Information Services Director

Reviewed By: Carlos Rojas, Security Director

ATTACHMENT(S)

Attachment 1: GRF Fee Schedule 2020

STAFF REPORT

DATE: February 22, 2021
FOR: Security & Community Access Committee
SUBJECT: Fire Avert Devices

RECOMMENDATION

Staff recommends approval of the Fire Avert Devices and recommends that Third Laguna Hills Mutual (Third) and United Laguna Woods Mutual (United) adopt a limited pilot program for the sale and installation of six fire prevention devices.

BACKGROUND

From January 2014 to August 2018, there were 58 documented kitchen fires or kitchen related smoke incidents in the Village requiring a response by the Orange County Fire Authority. The below chart identifies the appliance, type of event, and location of resident when the incident occurred:

Mutual	Incidents	Stove	Oven	Fire	Smoke	Bad Alarm	Resident in Kitchen	Resident In Manor	Not Home
Third	35	28	7	14	21	2	7	16	12
United	19	16	3	7	12	2	2	9	8
50	4	3	1	1	3	1	1	2	1
Totals	58	47	11	22	36	5	10	27	21

Of the 58 kitchen incidents, 46% of the residents had left the stove unattended and 36% had left the residence with the stove or oven on. Only 17% of the residents were actually in the kitchen when the incident occurred. In review of each incident, the leading causes of fire/smoke were attributed to unattended foods cooking on the stove and/or placing perishable items (plastic, cardboard, towels, etc.) on a hot stove. Damage ranged from minor smoke to complete destruction of the kitchen and nearby rooms.

National statistics indicate that kitchen fires are the number one cause of fires in a residence. Stoves or cook-tops account for almost three of every five fires involving cooking equipment. Unattended cooking is a contributing factor in 33% of home fires related to cooking equipment, 49% of the associated deaths and 46% of the associated injuries. The most alarming statistic is that adults aged 65 or over face a higher risk of cooking fire death than any other age group.

DISCUSSION

In December 2020, members of the Disaster Preparedness Task Force and Staff met with the the sales representative of a kitchen fire prevention device called FireAvert. This product is connected to the power cord of a kitchen stove and through smoke alarm sound detection, FireAvert turns off the power to the stove, immediately turning off the burner. FireAvert will only respond to the unique sound of the smoke detector inside the manor. After installation, it syncs with the sound signature of the smoke detector to ensure that there are no false alarms. In addition, FireAvert has a 30-second delay in shut off to provide maximum reliability and minimal cooking disruptions due to burning food and/or smoke that may occur during normal cooking activities.

The benefit of FireAvert is that if a fire or smoke triggers the smoke detector, the device will turn off the stove. In the event a resident has left the kitchen or manor during this time, and this is often the case, the stove will automatically shut off. The early signs of any fire are smoke, and smoke sets off a smoke detector which in turn triggers FireAvert to shut off the power to the stove. If activated, the FireAvert and stove can be reset by flipping the breaker in the electric panel off and back on again. The device is maintenance free with no batteries.

One of the drawbacks of FireAvert is that it relies upon a functioning smoke detector. Since FireAvert is synced to the sound of the smoke detector, it will not trigger a shutoff without the sound of the alarm. If the smoke detector has become inoperable or the batteries are dead, the FireAvert will not operate as designed. A secondary drawback is that based upon the type and location of the stove, the FireAvert may prevent the stove from being positioned flush with the kitchen wall. The FireAvert device measures 7 ½ inches tall, 3 ½ inches wide, and 2 ¼ inches deep. However, FireAvert can be modified so the device can fit into the void space behind the stove to keep it flush with the wall.

Although the basic FireAvert device plugs into an outlet, nearly all mutual stoves are hardwired and would require an electrician to install them. The labor is estimated at \$35 for installation and could be performed by VMS electricians as a chargeable service.

The cost to purchase and install a FireAvert device may be well worth the investment. Village kitchen fire statistics are on par with the national figures and the fact that seniors are at a greater risk than any other age group is alarming. Although a smoke detector is the traditional method of alarming residents of a fire or smoke, FireAvert adds another layer of safety to a community already at risk. A pilot project consisting of the purchase and installation of multiple FireAvert devices will allow Staff to evaluate the ease of use, its functionality and whether it or a similar product is feasible for a larger roll out.

FINANCIAL ANALYSIS

Each FireAvert device will cost \$110 per unit and \$45 for installation for a total cost of \$155 per unit. Bulk pricing is available for purchases of 30 or more units and would be in the range of \$80-90 per unit. The cost of the six devices and installation shall not exceed \$930 and will be offset by salary savings in the Security Departments 2021 Budget.

Prepared By: Carlos Rojas, Security Director

Reviewed By: Francis Rangel, Operations Manager
Betty Parker, Chief Financial Officer