

COMMISSION ON AGING MEETING MINUTES

Tuesday, April 7, 2015

Stoughton Room, Stoughton Area Senior Center

Present: Sid Boersma, Carol Heidenway, Nan Hoffman, Ron Jensen, Don Mix, Mary Onsager, David Sharpe, Betty Thompson **Staff Present:** Cindy McGlynn, Hollee Camacho

Absent & Excused: David Bacon, Kay Davis, Jeanne Schwass-Long, Charlotte Snow

Call to order: D. Sharpe called the meeting to order at 11:00 AM.

March Minutes: M. Onsager and D. Sharpe noted typos which will be changed before posting on the City website. Moved by S. Boersma, seconded by D. Mix to approve; passed unanimously.

Director Comments: Cindy McGlynn

- Read National Service Recognition Day Proclamation from Mayor Olson.
- The new chairs will be delivered Wednesday; floor buffing will be scheduled soon.
- Discussion on a city-wide building use policy is moving forward for City staff.
- The next Medication Drop is April 25 at the Fire Department.
- Our Volunteer Recognition is April 14 at 1:00pm. We invite you to come, have some cake!
- March for Meals was a success! (national campaign to raise awareness for the growing number of seniors in need of nutritious meals and address senior hunger and isolation). Local celebrity meal deliveries by: NBC15 News Anchor/Reporter John Stofflet, WISC-TV3/FOX 47 Meteorologist Karin Swanson, NBC15 News Anchor/Reporter Leigh Mills and our own Fire Chief Scott Wegner helped deliver meals. The event was reported on NBC's 5:00 & 6:00pm; video of the broadcast is on our website, FB & Twitter pages.
- We are beginning our second month of our Pilot program in response to this summer's Food for Thought survey results. In March, Main Street Kitchen catered a \$5 sandwich and soup or salad option. Sugar and Spice has offered to do the same in April.
- Distributed the 2104 Annual Report. Compliments to Hollee.

In-Service: Plan Do Study Act (PDSA) Cycle planning tool, Hollee Camacho

- When we created our Evaluation Plan, Teressa Pellet introduced to us to the PDSA Cycle as a guide for evaluating our programs and services.
- Essentially it is how we go about our Accreditation and Strategic Planning processes when we identify standards/areas needing a change. Plan –determine the actions needed, groups involved, target date; Do –the work of staff or committees to carry out the plan; Study –analyze and summarize the results; Act –integrate or determine whether other changes are needed.
- One area we need to improve upon is documenting the work we do. Hollee passed around a form created by Kay Davis for committees to use to organize and summarize their action plan steps. It's our goal to use this tool for documenting all future action plans. As an example of how this will look, Hollee distributed completed forms for the action plans COA worked on at March's meeting.

Committee Recruitment: Cindy is still working on recruiting new COA & Committee members.

- Until we have more committee representation, staff is prioritizing the remaining action plans and will bring them to COA meetings to address.
- One of the current priorities is to review our Volunteer Handbook –D. Sharpe, N. Hoffman and S. Boersma volunteered to meet with Teresa to review.
- As for the other committees, D. Sharpe recommends we take a look at the missions of each committee at May's COA meeting.

Syttende Mai Update:

- K. Davis and C. Heidenway will secure the building Saturday; and K. Davis and J. Schwass-Long will cover Sunday
- Parade times have changes slightly this year; Sat. begins at 1:15 PM, Sun. at 1:30 PM

Coffee Days Survey:

- Discussed whether to administer a survey during Coffee Days in place of the Sidewalk Survey done during Maxwell Street Days.
- In discussing what was asked in the past (Why don't you go to the Senior Center? What would you like to see offered?), the question was posed as to whether instead of additional surveying at this time, if more PR is needed in response to the answers we typically get ("I'm not old enough/eligible." "I didn't know you did___") The better approach may be to better market our programs and services, and brainstorm ways to fight the stigma that the Senior Center is only for low-income, and that while there is specific criteria services, there is no age limit for most of our programming.
- It was also discussed that the Tower Times could be used for future surveys or as a Q&A piece for responding to the above-mentioned viewpoints.
- Cindy asks that the Evaluation Committee determine the next steps.

Senior Center Brochure:

- No draft to show. Still working with Finance Department for the ability to use credit cards.

Legislative Update: Carol Heidenway

- Assurances from Senate and Assembly leadership that the legislature will not mess with Senior Care. S. Boersma requested more information about the benefit of WI Senior Care Rx Plan over other Medicare Part D plans. C. Heidenway will report back.
- Shared handout on Work & Save, WI Private Secure Senate Retirement Act –a bill to make it easier for workers to grow retirement savings separate from Soc. Security. Accounts are voluntary, and portable from job-to-job, and because plans are 100% participant funded, there is no ongoing cost or risk for the state. 20 other states are considering this plan.

COMMITTEE REPORTS: no reports

Meeting Adjourned: Moved S. Boersma, seconded by N. Hoffman to adjourn the meeting. Carried unanimously. Meeting adjourned at 12:00 PM

Next Meeting: Tuesday, May 5 at 11:00 a.m