



MINUTES
WEST ALLIS COMMISSION ON AGING MEETING
Monday, October 26, 2015 at 3:45pm
West Allis Senior Center
7001 W. National Ave., West Allis, WI 53214 414-302-8700

West Allis Commission on Aging Mission Statement

"The West Allis Commission on Aging shall provide leadership in creating and maintaining a comprehensive coordinated community-based support system that enhances the quality of life of older adults in the City of West Allis."

MEMBERS PRESENT: Patricia Wikenhauser
Judith Schmidt
Margee Maydak
Jessica Lisinski
Linda Timm
Deborah Tiegs
John Zentgraf

MEMBERS EXCUSED: Terry Kelly
Tammy Herro

STAFF PRESENT: Denise Koenig
Marilyn Matter
Peggy Pipia

STAFF EXCUSED: Sally Nusslock

1. Public invited to speak.
2. Review Agenda. The Agenda was reviewed.
3. Approval of the Minutes for September 28, 2015. Minutes were reviewed and approved.
4. Correspondence and Communications.
 - Interfaith Older Adult Programs.
 - Milwaukee County Commission on Aging – Meeting Agenda, minutes, Advocacy Committee Minutes and Committee & Council Meeting Schedule, Nutrition Council meeting minutes, and Service Delivery Committee meeting minutes.
 - Flyer – Community Breakfast of Thanks & Giving – Monday, November 23, 2015
5. Discussion of Senior Discount program. John Zentgraf shared a draft of the letter and return postcard that the committee is preparing to send to area businesses regarding senior discounts. The letter will be sent out using Commission on Aging letterhead and signed by Trish Wikenhauser. Denise stated that she received a list of businesses from the IT Department. This list contains all businesses in the city and would need extensive time sorting out the business not appropriate for the discount program. Discussion ensued. A suggestion was made to use the Health Department restaurant license mailing list for the first year to pilot the program. John Zentgraf will follow up with Sally Nusslock regarding the list.
6. Discussion of hardware and software for the Technology Lab. Denise Koenig reported that the Senior Center is waiting for two quotes regarding the computer lab upgrades. Further information will be presented to the Commission as it becomes available.

7. Discussion of a steam table for Senior Center's Meal Program and special events. Linda Timm opened the discussion of the steam table with a request to revise the motion she made last month. The Commission approved her request. Her motion was amended and reads as follows; Linda Timm made a motion to explore the purchase of a 3 or 4-well portable electric steam table with a sneeze guard that meets all food service requirements not to exceed \$2500 from the Refreshment Account. Motion was seconded by Margee Maydak. Further discussion ensued and the motion passed without objection.
8. Update on the West Allis Senior Center Policies and Procedures. Denise Koenig reported that the update is still being worked on. Further information will be presented as it becomes available.
9. Report on Community Projects.
 - Stockbox Program Update. Seventy six boxes were distributed in October. Denise Koenig presented to the Commission information on the Pick and Save mobile food trailer that will be on site for each distribution date. The trailer will have a limited amount of healthy foods available for sale from 12:30PM – 2:00PM.
 - Network News Articles for the City Newsletter. Denise Koenig reported that she is working on the Senior Center's page for the next edition of the city newsletter.
 - Interfaith West Central & Resource Center – No report.
10. Staff Report
 - Senior Center Staff Report –Denise gave a report on upcoming events, including the Volunteer Recognition Event, Saturday, November 14, 2015.
 - Senior Center Rummage sale was a very successful
 - Christmas Cookie Project Team has a planning meeting on November 11. The group is scheduled to begin baking on Monday, November 30.
 - Health Department Janitor Martin Garcia has been helping at the Senior Center 1-2 hours daily. It is definitely making a difference with the cleanliness of the building.
 - Trust Fund Report (Quarterly) No report this month.
 - 1st quarter January – March – report presented at April meeting
 - 2nd quarter April – June – report presented at August meeting
 - 3rd quarter July –September – report presented at October meeting
 - 4th quarter October – December – report presented at January meeting
11. Next meeting is Monday, November 23. Please note there is no meeting in December.

The meeting adjourned at 5:10 p.m.

Respectfully submitted,

Jane Kolinski

JLK/gs
comag/October

Attention Commissioners: If you are unable to attend this meeting, please call the Senior Center at 302-8700 and ask to speak with staff. Thank you.

NON-DISCRIMINATION STATEMENT: The City of West Allis does not discriminate against individuals on the basis of race, color, religion, age, marital or veterans' status, sex, national origin, disability or any other legally protected status in the admission or access to, or treatment or employment in, its services, programs or activities.

AMERICANS WITH DISABILITIES ACT NOTICE: Upon reasonable notice the City will furnish appropriate auxiliary aids and services when necessary to afford individuals with disabilities an equal opportunity to participate in and to enjoy the benefits of a service, program, or activity provided by the City.

LIMITED ENGLISH PROFICIENCY STATEMENT: It is the policy of the City of West Allis to provide language access services to populations of persons with Limited English Proficiency (LEP) who are eligible to be served or likely to be directly affected by our programs. Such services will be focused on providing meaningful access to our programs, services or benefits.