



MINUTES
WEST ALLIS COMMISSION ON AGING MEETING

Monday, March 28, 2016 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
Dave Rymaszewski
Jessica Lisinski
Margee Maydak
Deborah Tiegs
Judith Schmidt

MEMBERS EXCUSED: Linda Timm
John Zentgraf
Tammy Herro

STAFF PRESENT: Sally Nusslock
Denise Koenig
Jane Kolinski
Peggy Pipia
Marilyn Matter

1. Public invited to speak.
2. Review Agenda. The Agenda was reviewed.
3. Approval of the Minutes for January 25, 2016. Minutes were reviewed and approved.
4. Correspondence and Communications.
 - 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.
 - Memorandum from Mayor Devine regarding West Allis Community Improvement Foundation Dinner Dance to be held Saturday, April 16, 2016.
 - Letter from Holly Ivans, The Lutheran Home regarding Caregivers Spiritual Retreat, to be held Saturday, April 23, 2016
 - Interfaith Older Adult Programs – newsletter
 - Poster – Aurora Health Care – Senior Health and Fitness Event for Men and Women, to be held Wednesday, May 25, 2016
5. Discussion of Senior Discount program. Denise Koenig reported that five businesses responded to the mailing for the Senior Discount program. A draft copy of the Senior: Shop Local, Save \$\$ flyer was presented to the Commission. Discussion ensued. The final copy will be printed and distributed.

6. Discussion of hardware and software for the Technology Lab. Denise Koenig reported that the new computers and upgrades were in the process of being installed. The installation is scheduled to be completed before the Savvy Cyber Senior Seminar scheduled on Tuesday, March 29, 2016.
7. Discussion of a steam table for Senior Center's Meal Program and special events. Denise Koenig reported that the upgraded electrical circuit for the steam table was installed. The change has eliminated the current problem in the kitchen with overdraw on the breakers. The mealsite supervisor also reported that the steam table is working wonderfully and it is helping to reduce serving time.
8. Update on Senior Center Policies and Procedures. Denise Koenig reported that she will be meeting with the core planning group on Thursday, April 14, 2016 for preparation of the final draft of the document. An update will be presented at the next Commission meeting.
9. Discussion of commercial grade folding tables. Denise Koenig presented to the Commission information on Commercial Grade Folding Tables. The tables currently used by the senior center are extremely heavy and need to be set up safely by two people. The tables are also showing their wear after many years of use. A motion was made by Margee Maydak to purchase 25 (8ft.) black commercial grade folding tables to replace the current tables with funds from the Bazaar Account, not to exceed \$2,800. Discussion ensued. The motion was seconded by Judith Schmidt and passed without objection.
10. Report on Community Projects.
 - Stockbox Program Update. Jane Kolinski reported that 119 boxes were distributed in the month of March. The increase is a result of the Heritage site no longer participating in the program.
 - Network News Articles for the City Newsletter. Denise Koenig reported that City is looking to place a staff person at the Senior Center to coordinate the newsletter project. This person would also provide the lifting and stacking involved with the project. Additional volunteers are always needed to help with the collation.
 - Interfaith West Central & Resource Center – Patricia Wikenhauser reported that Interfaith will be hosting its annual Pearls of Wisdom fundraising event. This year the event will be held on Saturday, May 5, 2016 at the Milwaukee County Zoo Peck Center.
11. Staff Report
 - Senior Center Staff Report – Denise Koenig gave a report on upcoming events and reviewed the Senior Center schedule of events.
 - AARP Free Tax Service – began February 5 and runs through April 15, 2016, Fridays only from 9:30AM to 3:00PM.
 - Civic Improvement Foundation Dinner Dance is scheduled for Saturday, April 16, 2016. This year's beneficiary is the Disabled Veterans Foundation. Tickets are available through the Mayor's office at City Hall.
 - Savvy Cyber Senior Seminar, Tuesday, March 29, 2016 includes technology demonstrations on: Skype, Facebook, Internet Searches, and Computer Basics.
 - Everywoman's Journal Workshop – Wednesday, April 6, 2016.
 - You've come a long way baby! Monday, May 2, 2016 bring in your baby photo and see how many you can identify.
 - Annual Senior Center Rummage Sale – Thursday & Friday, May 12 & 13, 2016.
 - Chair Yoga Class – Thursdays 10:30AM – 11:00AM Class extremely popular, increasing in size weekly.
 - Arthritis Foundation Exercise Classes – Monday, Wednesday, & Fridays 10AM – 11AM
 - Dance, Dance, Dance – Get your groove on Tuesdays 10:30AM – 11:00AM
 - Upcoming tours: Mystery Thrift Store Scavenger Hunt, Wednesday, May 18, 2016, Wisconsin Dells Upper Boat Trip, Wednesday, July 20, 2016, Covered Wagon Tour Shalom Wildlife Zoo, Tuesday, September 27, 2016.

- Trust Fund Report (Quarterly)
 - 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

Denise Koenig will distribute copies of the Trust Fund Report to the Commissioners for their review next month.

12. Discussion of items for Monday, April 25, 2016 meeting.

13. Next meeting scheduled is Monday April 25, 2016 at 3:45 PM.

The meeting adjourned at 5:10 p.m.

Respectfully submitted,

Jane Kolinski

JLK/gs
comag/March

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.