



**MINUTES
WEST ALLIS COMMISSION ON AGING MEETING**

Monday, November 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: Linda Timm
Dave Rymaszewski
Jessica Lisinski
John Zentgraf
Deborah Tiegs
Judith Schmidt

MEMBERS EXCUSED; Patricia Wikenhauser
Margee Maydak
Tammy Herro

STAFF PRESENT: Sally Nusslock
Marilyn Matter
Peggy Pipia

STAFF EXCUSED: Denise Koenig
Jane Kolinski

1. Public invited to speak.
2. Review Agenda. The Agenda was reviewed.
3. Approval of the Minutes for October 24, 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.
 - Hunger Task Force Annual Distribution Summary Report
5. Update on Senior Center Policies and Procedures. Denise Koenig reported that the document is still under revision. Further information will be presented as it becomes available.
6. Report on Community Projects.
 - Stockbox Program Update. Jane Kolinski reported that 118 boxes were distributed in the month of October. Copies of the Hunger Task Annual Distribution Summary were provided to the Commissioners.

- Network News Articles for the City Newsletter. Denise Koenig reported that the Senior Center volunteers will be collating the newsletter next week. Additional volunteers are always needed.
 - Interfaith West Central & Resource Center – No report.
7. Update on P.C. for Computer Lab. Denise Koenig reported that the P.C.'s were ordered for the Senior Center Computer Lab. Discussion ensued. After much discussion, it was suggested that one more P.C. be ordered so that the lab contained the newer models and the older models could be used in other parts of the building. A motion was made by Dave Rymaszewski to modify the June 27, 2016 motion regarding the purchase of the P.C.'s to increase the approved amount to \$2,200. This revision would allot funds to cover the cost of the additional P.C. The motion was seconded by Judy Schmidt and passed without objection.
 8. Update on commercial grade light-weight tables and cart. Denise Koenig reported after much research on the light weight tables and the consideration of cost factors, staff was recommending the purchase of the tables from Sam's Club. A purchase requisition will be submitted to the City's Purchasing Department.
 9. Discussion of Convection Oven. Denise updated the Commission regarding last month's motion to purchase a convection oven with the proceeds from the annual cookie fundraising efforts. Discussion ensued. Research on the project is currently being conducted. Additional information will be provided to the Commission as it becomes available.
 10. Discussion of Dryer. Jane Kolinski reported that the new dryer was installed and working properly.
 11. Discussion of TV's & Time Warner Cable. Denise Koenig reported to the Commission that Time Warner has run new cable, but it has not yet been connected to the inside of the building. She further stated that she is still looking for some "good deals" on televisions to replace the older models in the building.
 12. Staff Report
 - Senior Center Staff Report –Denise Koenig reported on upcoming events and reviewed the Senior Center Schedule of Events.
 - Prescription Drug Collection and Safety Talk scheduled for Tuesday, November 29, 2016.
 - Senior Center Christmas Cookie Project Distribution scheduled for December 7-9, 2016.
 - Senior Center Meal Site Christmas Party scheduled for Friday, December 16, 2016.
 - Seasonal Sweater Party scheduled for Thursday, December 22, 2016.
 - New Year's Brunch scheduled for Thursday, December 29, 2016.
 - Winter Solstice Social for Volunteers scheduled for Tuesday, December 20, 2016.
 - Quilting Frame and 2 Felting Machines - donated to the Senior Center.
 - 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
 13. Next meeting scheduled for Monday, January 23, 2017 at 3:45 PM.

The meeting adjourned at 5:05 p.m.

Respectfully submitted,

Jane Kolinski

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.