



**MINUTES**  
**WEST ALLIS COMMISSION ON AGING MEETING**

Monday, September 25, 2017 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  
Tammy Herro  
Margee Maydak  
Deborah Tiegs  
Judith Schmidt  
Jessica Lisinski

MEMBERS EXCUSED: Linda Timm  
Dave Rymaszewski  
John Zentgraf

STAFF PRESENT: Denise Koenig  
Jane Kolinski  
Peggy Pipia

STAFF EXCUSED: Sally Nusslock  
Marilyn Matter

1. Public invited to speak.
2. Review Agenda. The Agenda was reviewed.
3. Approval of the Minutes for August 28, 2017. Minutes were reviewed and approved.
4. Correspondence and Communications.
  - Milwaukee County Commission on Aging – Meeting Agenda.
  - Milwaukee County Department on Aging Advocacy Committee Minutes
  - Milwaukee County Department on Aging Wellness Council Minutes.
  - Milwaukee County Department on Aging – Nutrition Council
  - Memorandum from Peter Daniels regarding LED light project
  - Informational brochure from West Allis Historical Society announcing their 51<sup>st</sup> year banquet
5. Update and Discussion on Senior Center Policies and Procedures. No Report.

6. Report on Community Projects.
  - Stockbox Program Update. Recertification was held and the Hunger Task Force Crew brought 5 additional volunteers along to assist with the process. 120 boxes distributed this month.
  - Network News Articles for the City Newsletter. The newly designed city newsletter is a magazine style full color publication. The first edition is scheduled to come out this week.
  - Interfaith West Central & Resource Center – Tammy Herro reported that Interfaith numbers have increased to 74% for servicing the West Allis area. For the month of September 98 round trip rides have been scheduled. Interfaith is currently looking for additional drivers to meet the ride demand. The Pull Up A Chair Fund Raiser will be held Thursday, November 2 at the Crowne Plaza by the airport.
7. Update on Computers and Wi-Fi Connectivity issues. Denise reported that the hardware is in and a work order was placed with the City Electrical Department for installation.
8. Discussion of Storm Sewer/Road Construction on 70<sup>th</sup> Street and Mitchell Street. Denise shared our safety concerns for Senior Center patrons coming/leaving the Center. They are working on the sewers and the contractors have until early December to finish the project. The Senior Center newsletter included information on the construction conditions, but stresses to our members that we are open and will remain open throughout.
9. Discussion of Convection Oven – Jane Kolinski reported that she met with several members of the Christmas cookie committee regarding the baking process. Research was done on a countertop convection oven. A recommendation was made to the Commission to purchase a countertop convection oven to use for the Christmas cookie project and other Senior Center events. A motion was made by Debbie Tieg and seconded by Margee Maydak to purchase two countertop convection ovens not to exceed \$1000 from the refreshment account. Discussion ensued. The motion passed without objection.
10. Discussion of My Senior Center Software. Denise requested this item be tabled for several months in order to obtain additional information.
11. Staff Report
  - a. Senior Center Staff Report –Denise Koenig reported on upcoming events and reviewed the Senior Center Schedule of Events.
    - i. Membership renewal is in progress. Denise also talked about a new format for the newsletter, which will include a weekly listing of classes and activities.
    - ii. The Senior Center is featured in the city’s fall quarterly newsletter.
    - iii. Flu Clinic on Friday September 29 from 9:30 – Noon.
    - iv. Evidence –based Programs:
      1. Walk With Ease – Trish W. and Peggy P. have completed training. Older versions of the class book were given to us by MCDA.
      2. Living Well With Chronic Conditions – Peggy Pipia & Pat Shapiro, Instructors.
      3. Eat Better Move More – Mount Mary Dietetics Department Graduate Students, Instructor Lisa Stark.
    - v. Construction Party on Thursday, September 28 – Fun games and activities!
    - vi. No Rummage Sale this fall.
    - vii. Tailgate party on Wednesday, October 25. All-encompassing sports theme!
    - viii. Order forms were included in the Senior Center Newsletter for the Christmas Cookie Extravaganza. Order deadline is November 30.
  - b. Trust Fund Report (Quarterly)
    - i. 1<sup>st</sup> quarter January – March – report presented at April meeting
    - ii. 2<sup>nd</sup> quarter April – June – report presented at August meeting
    - iii. 3<sup>rd</sup> quarter July –September – report presented at October meeting
    - iv. 4<sup>th</sup> quarter October – December – report presented at January meeting

12. The Commission discussed the October meeting. A motion was made by Trish Wikenhauser and seconded by Margee Maydak to cancel the October meeting. The motion passed without objection. Next meeting is scheduled for Monday November 27, 2017 at 3:45 PM.

The meeting adjourned at 5:05 p.m.

Respectfully submitted,

*Jane Kolinski*

JLK/gs

comag/September

**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.