



**MINUTES
WEST ALLIS COMMISSION ON AGING MEETING**

**Monday, September 23, 2013 at 4:00pm
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, Acting Chairperson
Judith Schmidt
Margee Maydak
Deborah Tiegs
Bekki Schmitt
Terry Kelly
Linda Timm

STAFF PRESENT: Denise Koenig
Sally Nusslock
Peggy Pipia
Marilyn Matter

COMMISSIONERS EXCUSED: William Green

STAFF EXCUSED: Jane Kolinski

1. Public invited to speak. The following individuals were present and asked to speak – Jim Kassa & Claudia Kassa, 9418 W Lapham St. West Allis, 53214; Judy Valla, 1533 S 57th Street, West Allis, 53214; Don Boeck, 1028 S 120th St., West Allis, 53214; Jerry Altenburg, 3376 S 119th St, West Allis, 53227.

Concerns included staff's unwillingness to write a letter to casinos requesting used playing cards for the sheepshead players who meet three times a week. The group plays cards three days a week from 11 a.m. – 4:30 p.m. and said the cards get worn. Cards no longer used by the card group are given to senior center volunteers to take to the VA. At least fifty players come in on different days and different months. A suggestion was also made that the door person should hand out flyers regarding events, because no one knew

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that flu shots were being given today. The group is also unaware when produce is available in the building. One new member wanted to know if the Commission on Aging members are paid and then asked them to introduce themselves. Introductions were made and Acting Chair Wikenhauser stated that all commissioners are volunteers. Another member of the public had concerns regarding the wooden chairs in the Creativity Room as some members have back problems and prefer to use the wooden chairs. Senior Center staff said that she would look into getting something to place on the chair leg bottoms to prevent them from marking the floor.

2. Meeting was called to order. Review Agenda. The Agenda was reviewed.
3. Approval of the Minutes for the Monday, June 24, 2013 meeting (No Quorum for July and August meeting). Minutes were reviewed and approved.
4. Correspondence and/or communications. None at this time.
5. Report on Community Projects

- a. Stockbox Program Update

Denise Koenig reported that September is the annual recertification for the program. Participants must show up in person (no proxy) unless they have a doctor's letter. Currently 103 are registered in the program and 83 Stockboxes were distributed in September.

- b. Network News Articles for the City Newsletter

The City Newsletter project was collated last week by senior center volunteers and was sent out for citywide distribution. The meal site program remained in the lower level and the Main Hall was used for the newsletter project.

- c. Lilac Bus Program Update

Bekki Schmidt reported that the program is doing fine and said she realizes just how much work goes into the programming. She thanked Terry Kelly again for all the work she did on it over the years. They average 19 riders per trip (leaving room for walkers, canes, etc.) Recent trips have included Apple Holler, Potawatomi, Hwy 100 shopping, etc. Due to the grant's federal guidelines, the trips cannot be purely social; shopping should also be offered.

- d. Interfaith West Central & Resource Center

Bekki said it's good to finally be back after maternity leave. She said plans are well underway for the "Make a Difference Day". It's a yard work assistance program for adults over age 60 (any income). Currently the program has a waiting list. They have thirty individuals registered and the program is scheduled for Saturday, November 2. The Volunteer Center provides volunteers and they do

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exterior raking, flowerbeds, brush and 1st floor windows. Bekki also announced that Interfaith West Central has a new Senior Intern named, Merle. Bekki also reported that Interfaith is sponsoring a Pastors' breakfast on October 26 at the Village at Manor Park. It's an annual event and takes place at 9 a.m. She encouraged others to invite their clergy to the program. Also, the 5th annual fundraiser, Pull Up a Chair program is November 7. This is a joint venture with Milwaukee County Neighborhoods for support. It's a luncheon program and last year 100 bottles of wine were pulled. They also had raffle baskets. In case anyone wants to contribute, this year's event has a Thanksgiving theme (candles, centerpieces, fall-colored décor, etc.) West Central Interfaith is also sponsoring a Spaghetti Dinner on January 28. Four-hundred and forty mums were sold at the fall flower sale. Bekki also reminded everyone that Interfaith still coordinates rides for older adults. Doctor's appointments are given priority. She said there have been some concerns mentioned regarding some changes in the Milwaukee County Transit's programs. Hopefully more information will be available at the next month's meeting.

6. Report on the Community Development Block Grants

a. Senior Center Services Projects - S.A.F.E. Directories/Computer Literacy/Senior Government Day

Trish Wikenhauser reported on the Senior Government Day program. This year's program was "Making Informative Choices: Moving from Home vs. Assistance at Home". The program consisted of a panel of six older adults – Martin Johnson, Sophie Spielmann, Eleanore Mang, Herb Mezyлло, Jo Jensen and Marlene Redmerski. Two panelists live at Heritage, one at Sunrise, one at The Landmark and two are still living in their own homes. They discussed the advantages and disadvantages of both types of housing situations. Afterwards, Georgann Willkommen from West Central Interfaith answered additional questions following the panel presentation. Denise Koenig reported that staff and volunteers are currently working on the SAFE Book updates and revisions.

b. Senior Center Improvement Projects – Open Projects

We are on a waiting list for the center's side entrance on 70th Street. The city carpenter is currently working on a major job at the Health Department and then he has another big project at city hall.

7. Staff Report

• Senior Center Programs and Activities

Denise Koenig gave an update on the new air-conditioning. The major demolition of the old unit and installation of the new one is finished, but the contractor is still making adjustments, etc. The meal site coordinator offered

to keep the program in the lower level until after the center's rummage sale was over. The Rummage Sale is scheduled for Thursday, October 3 and October 4. Denise also said that retirement gift clocks were ordered, engraved and delivered to Fred Kuolt, Sue Titschler and Rita Roth. Paule Kolff will also be receiving one.

Denise Koenig also addressed the concerns regarding the letter for donated cards. She said she wrote four letters late summer/early fall 2012 - Ho-Chunk Casino in Wisconsin Dells, Lake of the Torches Casino in Lac du Flambeau, Diamond Jo Casino and Mystique Casino, both in Dubuque, IA. She further stated that she had not received any feedback at that time regarding how many cards were actually donated. When she asked one of the players how many cards are donated, she was told it was usually a case with 144 decks. The amount seemed unusually high. Both custodians had also mentioned that cards were often in the garbage containers in Meeting Room II. When she asked two of the players where all the cards went, she was told they get dirty and worn.

- Discussion of Code of Conduct for the West Allis Senior Center

A discussion ensued between Health Department staff, Senior Center staff and Commissioners. Trish Wikenhauser directed staff to develop a Code of Conduct for the senior center and to bring a draft to the October Commission meeting for review and discussion.

- Discussion of Tai Chi Instructor Certification
Denise Koenig explained that the Arthritis Foundation is offering a Tai Chi Arthritis Certification training on December 6 and 7. A discussion ensued. Debbie Tiegs made a motion for the Commission on Aging to provide funds for training 3 people at \$250 each out of the Trust Account. Margee Maydak seconded the motion and all approved.
- Discussion of MySeniorCenter Software Program and System. Tabled until a later date.
- Discussion of Summer Month Meetings – Denise Koenig stated that the Senior Center's policies and procedures have not been updated since 1998. Certain proposed changes will need to be drafted, reviewed by the Commission on Aging and then reviewed by the Mayor and City Administrator prior to going to Council for approval. This discussion will be added to next month's meeting agenda and continued at that time.

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- Trust Fund Report (Quarterly)
 - 1st quarter January – March – report presented at April meeting
 - 2nd quarter April – June – report presented at July meeting
 - 3rd quarter July-September – report presented at October meeting
 - 4th quarter October-December – report presented at January meeting

8. Discussion of items for October 28, 2013 meeting agenda.

Next meeting will be held on Monday, October 28, 2013 at 4:00 p.m.

- Discussion of Summer Meetings addressed by updating Policies and Procedures for the West Allis Senior Center.
- Discussion of a Code of Conduct for the West Allis Senior Center.

The meeting adjourned at 5:45 p.m.

Respectfully submitted,

Denise Koenig

DK/gs
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