

COMMISSION ON AGING MEETING MINUTES

Tuesday, April 6, 2010

Stoughton Room, Stoughton Area Senior Center

Present: Kay Davis, Edna Cloutier, Lorraine Hawkinson, Carol Heidenway, Kelli Krcma, Don Mix, Charlotte Snow

Staff Present: Cindy McGlynn, Hollee Camacho

Absent & Excused: David Bacon, Mary Onsager, Jeanne Schwass-Long, David Sharpe, Betty Thompson, Larry Weiss

Call to order: K. Krcma called the meeting to order at 10:00 AM.

Introductions: L. Hawkinson announced her resignation from the Commission on Aging and introduced Carol Heidenway as the new COA representative for the Town of Dunn. We welcomed Carol and thanked Lorraine for her many years of service to the COA. Cindy will meet with Carol for a thorough orientation to the Senior Center and COA.

Minutes of March 2, 2010:

Moved by D. Mix and, seconded by E, Cloutier, to approve minutes; passed unanimously.

Compliments & Concerns:

- H. Camacho announced there have been many compliments from our Wii Bowling players on the new screen/projector which provides the feeling of “playing in a real bowling alley.” The new system will be used to show our monthly movie from now on.
- C. Heidenway complimented on the MySeniorCenter check-in system, and questioned whether other Center’s in the area were using it. There are about five senior centers in WI that are using MySeniorCenter and others using systems similar to it.
- C. McGlynn mentioned that the yellow sign-board is getting attention from passersby. It is believed to have brought in new Wii Bowlers and Euchre players.

Director Comments: Cindy McGlynn

- The Center officially lost the annex starting April 1st. The Foot Care Clinic and Wood Carving is now meeting in the downstairs Yahara Room, and Tai Chi is now meeting at the library on Thursdays to accommodate the Woodcarvers. Last week Yoga was meeting at Christ Lutheran, but their board recently rejected the decision. Cathy Rigdon from EMS has offered them space in the training room temporarily. It was noted that some participants are unhappy with the changes, and these are temporary fixes until other long-term use spaces can be determined. Thanks to the Library and EMS for their support in the interim.
- Area 6th grade students from River Bluff and St. Ann’s participated in the annual Wisconsin Association of Senior Centers (WASC) and Coalition of WI Aging Groups (CWAG) “My favorite older friend” essay contest. Two Senior Center volunteers read through and judged two winners out of 214 essays to be entered into the state-wide competition. Our Senior Center will have a recognition luncheon of our local winners in May, where the winners will be presented a Chamber Certificate and be asked to read their essays. Their favorite older friends are strongly encouraged to attend.
- A drive-through Medication Drop and Sharps Collection is scheduled for May 1st at the Stoughton Fire Station. The City’s Wellness Committee applied for grants to support the cost of incineration of all controlled substances received; remaining medications will be recycled to a

LaCrosse hospital to be sent to third world countries. A pharmacist will be on-site. We all must be extra vigilant of where our medications are ending up especially since the recent 13-year old's in Edgerton due to an oxycotin overdose. The Medication Drop is a great way to dispose of your meds and prevent deaths.

- Kent Knutson, Director of the Stoughton Area Community Foundation requests the name of the individual to be appointed responsible to administer the endowment fund.
- Moved by C. Snow and, seconded by D. Mix, to approve the Senior Center Director as responsible for administering the Stoughton Area Senior Center's endowment fund with the Stoughton Area Community Foundation; passed unanimously.

Assistant Director Comments: Hollee Camacho

- Case Managers have requested that we begin a waiting list for new referrals. From now on, H. Camacho will inform new non-emergency referrals that it may be a week or more before a Case Manager will contact them.
- We are hosting a Volunteer Recognition Breakfast on Monday, April 19 from 8:00 – 10:00 am. All volunteers who have given service in the past year (including COA & Committee Members) will be served free and the general public is invited at a cost of \$5.00. Jan Karst, from RSVP of Dane County will be attending to help register our volunteers for RSVP or answer any questions you may have about the program. All Senior Center volunteers are eligible for membership to RSVP, and we highly recommend it. In addition to access to other county-wide volunteer and recognition opportunities, RSVP offers supplemental accident and liability insurance!

Annual Report: Cindy McGlynn

- The Annual Report is now available on our website. Please contact Cindy with any questions or suggestions you may have for future reports.

Strategic Plan: Cindy McGlynn

- The strategic plan is not only a piece for our state and national accreditation, but it is also a great opportunity for informational sharing between the Senior Center and community members. The process is not only a chance to talk honestly about our strengths and weaknesses, but to also come away with good ideas and long-term goals for the future.
- The Strategic Planning Stakeholder Group consists of 14 individuals. They will meet to: 1) plan the focus groups; 2) review their results; 3) identify strategic issues; 4) generate and prioritize specific actions to address the issues; and 5) develop a detailed strategic plan for the Senior Center to follow in the next five years.
- The first strategic planning meeting was held Monday, March 25 to review our existing strategic plan and accreditation process and to plan the focus group process.
- It was requested that the accreditation action plans be divided by those that are completed, those that need review and those that are ongoing. H. Camacho will provide those lists to the group.
- It was determined that the ten focus groups, each comprised of six to eight participants, will be held from the following groups: 1. Newly Retired/Soon-to-Retire, 2. Youth/School System, 3. Existing Volunteers, 4. Township Supervisors/Residents/Employees, 5. City Council & Government, 6. Local Aging Network, 7. Business Community, 8. Frail/Caregivers, 9. Faith Community, 10. "Detractors" (those who don't participate at the Senior Center).
- The group decided on six areas in to gather information from the focus groups: 1) Senior Center Perception/Image, 2) Outreach to Towns, 3) Program Needs/Assessment, 4) Volunteerism, 5) Emerging Issues/Challenges, 6) Collaboration. Bill Rizzo, our UW-Extension Facilitator, will format questions to encourage candid discussion.

- **People are needed to participate in the focus groups, but most importantly, to facilitate the groups. To ensure that people participate honestly, it was decided that no staff attend the groups. If you would like to be a focus group facilitator, recorder, and participant and/or know someone who would please contact Cindy. Bill Rizzo is glad to provide training for this and he will be forwarding the questions to be asked at the focus groups shortly.**
- C. McGlynn will be scheduling the groups upon her arrival from vacation.

Senior Center Models: Sharing of Ideas: Cindy McGlynn, NAME Delaware, Ohio

- This is a county-based senior center, 25 miles north of Columbus, which serves the entire rural county. The funding for the newly-built Center came from a county referendum. Like Dane County, 25% of the County's population are over the age of 60.
- The facility was described to Cindy as being divided between the "Fun" programming side and the "Un-fun" services side.
- The Senior Center "Fun-side" has a pool (which uses ultra-violet light instead of chlorine), an exercise center, dance/yoga studio, two programming employees, a memory garden, intergenerational programming, strategically-placed flat screen TVs broadcasting local events and other PSAs, offers meal choices with a café in addition to traditionally catered congregate meals options, they deliver 400 meals for meal delivery/day.
- The "Un-Fun Side" provides case management or information and assistance with local & state services (i.e. food programs, housing options, legal, medical, financial, etc).

Committee Reports: All Committees are working on tying up current action plans and submitting those that are not completed to be reviewed in the strategic planning process. Thanks so much for all your hard work!

Public Relations: Kay Davis

- Next meeting **Thursday, April 22, 2010 11:00 AM** to review timeline of activities in which the PR Committee can assist with.

Finance: Cindy McGlynn

- Committee's next task is to redo the donation envelope.
- Next meeting **to be determined.**

Program and Evaluation: Hollee Camacho

- The first "Senior Community Events Calendar" was created for April. Members discussed the possibility of including it in the newsletter. C. McGlynn concerned with the increased cost of postage.
- Next meeting: **Thursday, April 22, 2009 at 9:00 AM.**

Meeting Adjourned: Moved D. Mix, seconded by C. Heidenway to adjourn the meeting. Carried unanimously. Meeting adjourned at 10:30 AM by K. Krcma.

Next Meeting: Tuesday, May 4, 2010 at 10:00 a.m