

**SENIOR OUTREACH
SERVICE COMMITTEE**

Thursday, August 20, 2020

8:30 AM

McFarland Municipal Center
Conference Room A

AGENDA

You are invited to this meeting through a Zoom webinar. The Public is strongly encouraged to watch and participate in these meetings remotely through either the webinar or telephone options listed below.

Join the webinar: <https://us02web.zoom.us/j/82922909403>
Or By Telephone:Dial US: +1 (312) 626-6799 Webinar ID: 829 2290 9403

1. CALL TO ORDER, ROLL CALL.
2. PUBLIC APPEARANCES.
3. APPROVAL OF MINUTES.
 - a. Motion to approve the minutes of the July 16, 2020 meeting.
4. BUSINESS.
 - a. Review and discuss Questions re: Core services
 - b. Review expected population trends
5. SCHEDULE NEXT MEETING DATE.
6. ADJOURNMENT.

This meeting notice constitutes an official meeting of the above referenced group and was posted in accordance with all applicable laws related to Open Meetings Law. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals. For additional information or to request this service, contact the McFarland Municipal Center at (608) 838-3153 or cassandra.suettinger@mcfarland.wi.us.

SENIOR OUTREACH SERVICES COMMITTEE

Thursday, July 16, 2020

8:30 A.M.

McFarland Municipal Center

MINUTES

Call to order.

1. The meeting was called to order by Chair Clow at 8:30 am.

Present: Carolyn Clow (Trustee/Chair), Lori Andersen (Director), Kathleen Blair, Brad Czebotar, Monica Macarra, Colleen McCormick, Diane Mikelbank, Barbara Vander Werff, Sara Sprang (Case Manager)

Absent: Carol Lobes, Becky Losby,

2. **Public Appearance**

No public appearances

3. **Approval of minutes from May 21, 2020**

Minutes were approved by Czebotar and by McCormick.

4. **Business**

- a. Directors quarterly report**

- Case Manager service units have remained consistent between 45-65 units per month. New clients continue to be open regularly.
- Meals on wheels program changed from a 3 day a week delivery to 5 day a week delivery. Clients are being requested to go on a consistent meal delivery schedule. Volunteers are needed as some regular volunteers have decided not to return and the temporary volunteers and needing to return to work. Transit Solutions, Dane County transportation, continues to assist to delivering meals as well Meals on Wheels delivery is up 30%.
- Dane County focal points are following the Forward Dane Plan for reopening.
- The McFarland Municipal Center is currently closed, and offices are locked. Loan closet equipment is being returned and disinfected.
- Trainings for Case Managers and Nutrition have completed online. Dane County Focal Point Director continue to meet online biweekly.
- Foot clinics: Artistic Salon in McFarland is currently hosting the foot clinic. Endowment is paying for pedicure kits. Cambridge foot clinic participants are utilizing Fort Atkinson's Senior Center foot clinic.

- b. Review core services of department**

- c.** Case management services: Dane County provides \$88,000 for case management and nutrition services. McFarland covers 108 square miles for case management services.

Last year contracts were formalized with townships and case management data is provided to townships on an annual basis.

- Nutrition Services
- Additional services and programs offered to older adults. Exercise programs, educational events, evidence base classed, entertainment, outreach with various local community organization, Mah Jong, Euchre, loan closet and coordination of medical and shopping transportation.
- Senior Outreach staff also collaborate with Police, EMS, Community Development and Public works.
- Emerging trends are need of financial support, support for caregivers and affordable housing.
- Director reviewed current staffing, hours and office space. Director of Senior Outreach @ 40/wk., Case Manager @ 40/wk., Case Manager/Volunteer coordinator 24 hr./wk. and Nutrition Manager @20 hrs./wk. The Case Manager/Volunteer coordinator and Nutrition Manager share an office.
- Committee members for future meetings.

1. What do we need for social services?
2. What additional services should we offer?
3. Do we want to change the services we offer?
4. Do we want to continue to participate in the County program and serve the townships?
5. How can we use volunteers?

c. Review of potential future needs of Department

- Define space needs. Discuss what Senior Outreach offers older adults and what additional services to offer in the future
- Define staffing needs, if additional services are offered what staff is needed to provide the service.

d. Discuss nutrition manager opening

5. Village Board approved filling the Nutrition Manager position. Director would like personnel committee to review a revised job description and consider changing the pay level. New hire will have to be brought in on current pay and job description until officially reviewed when appropriate. The job is becoming more of a professional role with more reporting requirements.
6. **Next Meeting Date** Committee agreed to meet monthly to discuss core services independent of space needs. Next meeting scheduled for Thursday, August 20, 2020 at 8:30 a.m.
7. **Adjournment**
 - Motion to adjourn at 10:04am by Vander Werff, seconded by Adrian.

Submitted by,
Sara Sprang



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Thursday, August 20, 2020

SECTION: Business

DEPARTMENT: Outreach

CONTACT:

AGENDA ITEM: Review and discuss Questions re: Core services

PREVIOUS ACTION:

ISSUE SUMMARY:

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

1. Questions re future needs packet

Potential future needs of Senior Outreach

Questions to discuss

- 1) What do we need for social services?
- 2) Do we want to change the services we offer?
- 3) Do we want to continue to participate in the County program and serve the townships?
- 4) What additional services should we offer?
- 5) How can volunteers be used?



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Thursday, August 20, 2020

SECTION: Business

DEPARTMENT: Outreach

CONTACT:

AGENDA ITEM: Review expected population trends

PREVIOUS ACTION:

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ATTACHMENTS:

1. population trends

Population trends

History of Senior Outreach Service delivery over past 10 years

Population trends of McFarland area

Population of Service Area-identify by territory

Characteristics of aging population

Aging orphan

Younger old, middle old and oldest old

Expected Service needs of aging

Housing types

Transportation

Economics

ADL/IADL needs and services or proactive programs

Sub Decision makers

Environmental /Social needs

Ideally how would a senior center respond to these needs?