

**SENIOR OUTREACH
SERVICE COMMITTEE**

Thursday, October 17, 2019

8:30 AM

McFarland Municipal Center
Conference Room A

AGENDA

1. CALL TO ORDER, ROLL CALL.
2. PUBLIC APPEARANCES.
3. APPROVAL OF MINUTES.
 - a. Motion to approve the minutes of the August 15, 2019 meeting.
4. BUSINESS.
 - a. Discussion and action to make a recommendation on contracts for services with member municipalities within the Focal Point.
 - b. Present highlights of 2020 budget proposal
 - c. Overview of Directors Quarterly board report
 - d. Review recent trends and issues related to service delivery
5. SCHEDULE NEXT MEETING DATE.
 - a. Next regular meeting would be December 19, 2019 8:30 a.m.
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, August 15, 2019

8:30 A.M.

McFarland Municipal Center

MINUTES

1. Call to Order. Roll Call.

The meeting was called to order by Chairman Adrian at 8:30 A.M.

Members Present: Chairman/Village Board Trustee Jerry Adrian, Village Board Trustee Mary Pat Lytle, and Citizens: Carol Lobes, Becky Losby, Colleen McCormick, and Monica Macarra.

Members Absent:

Staff Present: Senior Outreach Director Lori Andersen and Senior Outreach Case Worker Sara Sprang.

Guest Present: Village Administrator Matt Schuenke.

2. Public Appearances: no one present

3. Approval of minutes from July 25, 2019

Adrian declared that the minutes should stand as recorded.

4. Business

a. Update on contract discussion with townships.

Schuenke displayed a copy of the McFarland township contract via PowerPoint. Schuenke and Andersen created the agreement based on the Verona contract template. After discussion, Lobes made a motion to approve the contract, seconded by McCormick, carried by a 6-0 vote.

Andersen and Schuenke will proceed with the following:

- forward the contract to the Village Board for approval.
- meet with Township Boards in September and hopefully have agreements.
- give feedback to the SOS Committee in September.

b. Report on recent Senior Advocacy training day.

The Dane County Board requested that Focal Point Senior Services send two a director and a board member to a Senior Advocacy training day. Macarra and Andersen represented McFarland. Parisi stated that nothing happens without advocacy, and Pope outlined the challenges of a rural area. When County Board Supervisors were asked for suggestions on how to handle townships who don't contribute equitable financing to the Focal Points. The answer was that Focal Points needed "to work harder" to acquire the funds.

c. Director monthly update.

Sprang and Andersen are facilitating a “Living Well with Chronic Conditions.” The attendees have conditions that range from depression to cancer.

Andersen attended a Dane County meeting hosted by the coordinator of the Healthy Aging Department. The purpose was to discuss how to best access various workshops for clients of each community. Andersen said that it would make sense to have joint classes with Cottage Grove, Monona, and Oregon.

5. Next meeting: Thursday, September 19, 2019 at 8:30 A.M.

6. Adjournment: Motion to adjourn at 9:25 A.M. by Lytle, seconded by McCormick, and carried by 6-0 vote.

Respectfully Submitted by,
Citizen: Jackie Burger (volunteer recorder)



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Thursday, October 17, 2019

SECTION: Business

DEPARTMENT: Outreach

CONTACT:

AGENDA ITEM: Discussion and action to make a recommendation on contracts for services with member municipalities within the Focal Point.

PREVIOUS ACTION:

ISSUE SUMMARY:

Staff continues to work with Communities within our Focal Point regarding the establishment of formal agreements for ongoing funding. Progress will be shared in the meeting as we will be working on this with several different members through the end of next week.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

None



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Thursday, October 17, 2019

SECTION: Business

DEPARTMENT: Outreach

CONTACT:

AGENDA ITEM: Present highlights of 2020 budget proposal

PREVIOUS ACTION:

ISSUE SUMMARY:

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

1. Highlights of 2020 Budget proposal for Senior Outreach Services final

Highlights of 2020 Budget proposal for Senior Outreach Services

Revenue projections were based on the 2018 budget from Dane County for Case management and nutrition services. This calculation results in \$3500 less revenue for 2020 for case management and \$4500 less revenue for nutrition estimated. It was recently reported that County Executive Parisi added \$ 75,000 in his proposed budget that would be distributed to the 12 focal points. If approved that would restore the projected case management revenue to this year's level resulting in no loss.

The nutrition program revenue from Dane County was calculated based on the potential loss of meal site money for McFarland of \$4500. In 2019, Dane County divided the contract out in three parts- McFarland meal site/Cambridge meal site and Home delivered meals McFarland. We could potentially lose one portion, that being the McFarland meal site allotment of approximately \$4500, but retain Cambridge and the Home delivered meal monies.

Line items with requested changes-

Office supplies/postage/Printing publications

There is a \$2200 combined total increase related to printing updated Senior Outreach and volunteer brochures and forms, display boards for Outreach/volunteer events , envelopes, department stationery and thank you cards with the new senior outreach village logo, and printing related to volunteer events throughout the year. Community service day items may or may not be included in that total.

Operating supplies

Increase request by \$500 for nutrition supplies such as delivery bags and hot/warm packs due to increased participation in McFarland home delivered meal program, and an incremental increase in replacement of McFarland and Cambridge meal site items.

Programming

This is the largest increase requested from \$1500 this year to \$5000 for 2020. In order to implement programs and evaluate potential service changes related to the meal program we would need to increase the budget to accommodate additional expenses for things such as food, specific supplies, entertainment, speakers and miscellaneous expenses related to events. This includes holding more events with private caterers/vendors.

Support services

Cost of software to assist with meal utilization and other functions. Estimated increase requested is \$1000.



VILLAGE BOARD SUMMARY SHEET

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CONTACT:

AGENDA ITEM: Overview of Directors Quarterly board report

PREVIOUS ACTION:

ISSUE SUMMARY:

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

None



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Thursday, October 17, 2019

SECTION: Business

DEPARTMENT: Outreach

CONTACT:

AGENDA ITEM: Review recent recent trends and issues related to service delivery

PREVIOUS ACTION:

ISSUE SUMMARY:

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

None