

**VOLUNTEER  
COMMITTEE**

**Thursday, January 7, 2021**

**6:00 PM**

**McFarland Municipal Center**  
*Community Room*

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.

PLEASE CLICK THE LINK BELOW TO JOIN THE ZOOM WEBINAR:

<https://us02web.zoom.us/j/88476617064>

Or by Telephone: +1 (312) 626-6799

Webinar ID: 884 7661 7064

1. CALL TO ORDER, ROLL CALL.
2. PUBLIC APPEARANCES.
3. APPROVAL OF MINUTES.
  - a. Approval of Minutes from Thursday, December 3, 2020 meeting.
4. BUSINESS.
  - a. Discuss Volunteer Spotlight candidates for February 2021 and May 2021 Outlook publications.
  - b. Discuss the 2021 McFarland Community Service Day for preliminary event planning.
  - c. Discuss Fire Hydrant Volunteering, including joint letter (Fire Department, Public Works Department, Volunteer Program) to homeowners with hydrants on residential property and a joint article to the February Outlook regarding best practices for snow removal from fire hydrants.
  - d. Discuss development of a Neighborhood Captain Volunteering framework.
  - e. TJ Jerke presents proposal for McFarland Leadership Program
5. SCHEDULE NEXT MEETING DATE.
  - a. Schedule next meeting date for Thursday, February 4, 2021 at 6:00pm.
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](mailto:cassandra.suettinger@mcfarland.wi.us).

Village of McFarland  
VOLUNTEER COMMITTEE  
December 3, 2020

**Call to Order:**

Chairman Rupert called the December 3, 2020 Volunteer Committee Meeting to order at 6:00pm via Zoom.

Members Present: Village Board Trustee Justin Rupert (chair), Village Board President Brad Czebotar, citizen member Ken Brost, citizen member TJ Jerke.

Members Absent: Jennifer Tryzna, Rachel Fisher-Kay, Jim Mogden

Staff Present: Senior Outreach Director Lori Andersen, Outreach Case Manager Katie Gletty-Syoen.

Guests: None

**Approval of Minutes:** Review and possible approval of the minutes of the 10/20 Volunteer Committee Meeting.

- a. Motion by Brost, seconded by Czebotar, carried 4-0.

**Business:**

- a. Review Leaf Raking with MHS Eco-Club Event. Fourteen volunteer students raked leaves at 6 homes of older adults. Senior residents were identified by senior outreach staff. The new process of using Sign Up Genius for students to sign up for a specific yard. Then students communicated with the group members who had signed up to arrange a time and day and contacted the resident. Gletty-Syoen contacted the seniors in advance to communicate the process with them and inform them that a volunteer would be contacting them to arrange the specific time. Students provided the rakes. Leaf bags were purchased from True Value McFarland and distributed to volunteers. Volunteers transported bagged leaves to the brush drop off site. Czebotar recommended that we promote many of the projects that the Volunteer Program has been implementing. Gletty-Syoen suggested that a written Year End Review for the Volunteer Program to be published in next issue of The Outlook, which will be released on February 7<sup>th</sup>. Andersen suggested that we also present to The Village Board regarding the evolution of the program over the last year.
- b. T-Shirt Ordering. Gletty-Syoen reached out to both companies from whom we have received quotes for Parks T-shirts for Volunteers to see if there was an option for heavier-duty shirts more appropriate for outdoor work. 608 Threads recommended the Gildan Dryblend 50/50 tee, which is what they print for landscaping or construction companies. That altered their price quote by reducing the cost by \$1.00 per shirt to \$9.85 per shirt. The Shop suggested the Gildan Ultra Cotton T-Shirt 2000 which would come in at \$8.23 per shirt (size XS-XL) and \$10.82 (2XL). Gletty-Syoen suggested offering the Parks Department the safety vests that we have used in past Community Service Days for volunteers to wear over their coats if they would prefer a tighter fitting shirt to wear in other seasons. Committee agreed to move forward with the 608 Threads ordering. Gletty-Syoen will reach out to Sayer Larson to discuss ordering of sizes, etc. Committee agreed to order stationary (Thank You cards) and generic envelopes.

- c. Volunteer Spotlight Article for February 7<sup>th</sup> Outlook: Discussion about which Department volunteer should be highlighted. Gletty-Syoen reached out to Stephanie Miller, Director of Communications and Technology Department to see if that department has a volunteer that should be recognized. However, during COVID-19 that department has not been utilizing volunteers, so she suggested postponing the recognition of a volunteer once they have resumed. Gletty-Syoen and Andersen suggested a Meals on Wheels driver from the Senior Outreach Department since they have been “going the extra mile” during the pandemic. Brost suggested honoring a poll worker volunteer who volunteered during the election. Gletty-Syoen will reach out to Cassandra Suettinger to ask if she might have a volunteer to recognize. Miller suggested perhaps holding off with recognizing a poll worker in the May Outlook, as we could recognize a poll worker after the April election. Gletty-Syoen will work with Suettinger to determine the best timing for recognizing a poll worker—February or May. Jerke asked about where we are with adding a video element to the Volunteer Spotlight. Miller discussed the difficulty of filming right now with social distancing protocols and having the building closed to the public due to the pandemic. Interviews can be done via Zoom, but that is not ideal. Once restrictions begin to be lessened we can pursue more video options.
- d. Fire Hydrant Shoveling. Gletty-Syoen spoke with Jim Hessling, Director of Public Works regarding Fire Hydrant Shoveling. Hessling suggested in future that volunteers may be able to help clearing sidewalks/curbs in the downtown area in a timely manner—corner of Exchange/Farwell, and intersections around library and Municipal Center. Hessling did not identify any particular hydrants that are consistently problematic after snows. Hessling suggested that his staff could collaborate with volunteers. Gletty-Syoen discussed the importance of clear and nuanced messaging so that residents understand that they are responsible for shoveling the hydrants on the property, but volunteers are available to help vulnerable residents who cannot complete the shoveling of hydrants due to age and/or ability. Miller demonstrated how to identify all hydrants in the community through a mapping program via Community Development. Gletty-Syoen will reach out to Community Development Department to identify all hydrants/residents to better communicate with them. Andersen suggested implementing a sort of Neighborhood Captain framework to help identify hydrants that need assistance, as well as other volunteer needs in the neighborhood. Then we could more easily disperse information regarding localized needs and assigning volunteer tasks in a neighborhood. Brost suggested perhaps using plat names to help us to determine neighborhoods. Gletty-Syoen spoke about some inspiration from the City of Madison’s Good Neighbor Project, as a potential model for developing a framework. Andersen mentioned that Madison also has a volunteer program for neighbors to help other neighbors taking out trash/recycling bins to/from the curb, which we could also look into. Jerke suggested that we spend some time at the January meeting to dig into this idea. Returning to the hydrant shoveling opportunity, Jerke, suggested that we work with Community Development to pull the addresses of all homeowners who have a hydrant on their property and craft a letter in conjunction with Public Works and Fire Departments to inform residents of the presence of a hydrant, and open communication with Volunteer

Department to identify if residents could be assisted by volunteers. Czebotar suggested that we do a collaborative message with the Fire Department and Public Works in The Outlook about expectations for homeowners and safety guidelines, with a short message for homeowners to contact us if they do require assistance.

**Schedule Next Meeting**

- a. Set meeting for Thursday, January 7, 2021 at 6:00pm

**Adjournment**

- a. Motion by Mogden, seconded by Jerke, carried 4-0.

**Respectfully Submitted,  
Katie Gletty-Syoen**



# McFarland

## VILLAGE BOARD SUMMARY SHEET

**MEETING DATE:** Thursday, January 7, 2021

**SECTION:** Business

**DEPARTMENT:** Outreach

**CONTACT:**

**AGENDA ITEM:** Discuss Volunteer Spotlight candidates for February 2021 and May 2021 Outlook publications.

**PREVIOUS ACTION:**

**ISSUE SUMMARY:**

**FINANCIAL/BUDGET IMPACT:**

**VILLAGE PLAN REFERENCE:**

**ORDINANCE REFERENCE:**

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:**

**ATTACHMENTS:**

None



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None



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**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:**

**ATTACHMENTS:**

1. January 2021 Senior Newsletter

# McFarland Area Senior News

5915 Milwaukee St. • 608-838-7117

January 2021

**Director:**

**Lori Andersen**

**Case Manager:**

**Sara Sprang**

**Outreach/Case Manager:**

**Katie Gletty-Syoen**

**Nutrition Manager:**

**Dawn Wallace**

We serve seniors in McFarland, Cambridge, Christiana, Town of Dunn, Pleasant Springs and Rockdale with funding from Dane County and these local municipalities.

**Office Hours:**

Mon.–Fri. • 8:00 –4:30

Phone: 838-7117

outreach.dept.@mcfarland.wi.us

www.mcfarland.wi.us

Newsletter subscriptions one time \$15 fee to sign-up or receive free by email.

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**New Winter Weather Policy  
for Meal Delivery**

Working with our caterer and the other meal sites they serve, there has been a new policy developed, since we can no longer use school closures to determine meal site closures. As a result, this new guideline was developed.

Meals will be canceled for the day if the National Weather Service issues one of the following warnings or advisories to go into effect prior to noon\*

- Winter Storm Warning or Advisory
- Blizzard Warning or Advisory
- Wind Chill Warning or Advisory
- Ice Storm Warning or Advisory

\*Any Warnings that go into effect later than noon, meals will be served as usual.

This policy will be reevaluated on an ongoing basis. It may be subject to change if it is determined not be workable. The focal point (McFarland) that delivers your meal can determine to close for weather related concerns other than the guidelines stated above.

Meal participants will receive two emergency shelf stable meals to keep for times when meals can not be delivered. Please keep them on hand for those times.

**Accessibility** is being able to get in the building.

**Diversity** is getting invited to the table.

**Inclusion** is having a voice at the table.

**Belonging** is having your voice heard at the table!

## Update on Services

### Nutrition Program

Our home delivered meals are provided Monday through Friday at noon. Reservations must be made in advance. We request all participants to either participate Monday-Friday, Monday/Wednesday/Friday or on a Tuesday /Thursday schedule. Our participation has grown significantly over the last two years and we now have five daily routes for delivery. Participants are requested to stick to this schedule as much as possible. A daily meatless option is still available by request. Special diets require a prescription by a physician. If a person belongs to a managed care organization an authorization from that agency is required. Eligibility standards for all participants require an assessment done by our case management staff over the phone. We are unable to do a home visit currently. However, we are still interested in learning how we can help with any limitations you may have.

The meal site is indefinitely closed. Our kitchen area is open to volunteers and staff only at this time.

### Case Management

Services to seniors are still being provided in a modified way. Most contacts are over the phone. Our staff are once again staggering time in the office to prevent exposure to one another. If you are trying to reach a staff person, please leave a phone message and they can retrieve it. Or you may email us individually. Our offices have on site coverage by at least one staff person on most days.

The municipal building is closed much of the time. However, our offices will still be inaccessible on a walk-in basis unless you contact us by calling or having the front office contact us. All face to face contacts are now held in

a conference room, rather than our offices. Masks are required by anyone in the building. We have disposable masks available if you do not have any. For those that are hard of hearing our staff can wear a clear mask or a face shield in order to facilitate better communication. Just let us know.

We still want to assist you with your needs by responding to questions and inquiries or by scheduling a phone call. You would be surprised how many things can be easily handled in this manner. Per Public Health recommendations, in person contacts are limited. We too miss having contact with you on a face to face basis.

### Loan Closet

Our loan closet is open for loaning our equipment and returning equipment. We appreciate you take the necessary steps in sanitizing your items before returning them. We also disinfect them with a cleaning solution from our EMS prior to lending them out again. Items can be lent or returned during office hours 8:00-4:30 Monday through Friday.

### Transportation

Rides to doctor appointments are provide by the Dane County Transportation line. Several days advance notice is required and there are limitations. Please call XXXXXXXXX to schedule by leaving a message. They will get back to you to discuss.

### Safety

The Med Drop disposal box is now available in our outer lobby, which is unlocked 24/7.

*Continued on page 5*

Please call or check our web page for the latest updates on these services.

**Nutrition: Reservations Required**

**McFarland Nutrition Site** offered at 11:45 Monday, Wednesday & Friday at the Municipal Center. Cost: Minimum Suggested Donation is \$4. Please contribute what you can afford.

**Meals on Wheels:** Home delivered meals Monday–Friday for homebound residents. Assessment required to qualify. Cost: Minimum Suggested Donation is \$4. Please contribute what you can afford.

**McFarland Food Pantry:** Available to qualified individuals in the McFarland School District. Open Mondays 3:00 –6:00 at 5404 Anthony St., McFarland. Phone: 658-0927.

**Transportation:**

**R.S.V.P. Driver Escort Program:** Medical rides for independent seniors. Call 838-7117, weekdays between 9:00 –4:00 , 5 business days in advance. **Reservations needed (838-7117)**

**Shopping:** In Madison. First Monday and third Tuesday of the month, 9:30 –1:00 .

**Grocery Shopping:** At Pick ‘N Save every second and fourth Tuesday. 9:30 .

**McFarland In-town Shopping:** You chose the destination in town between the hours of 9:30 –Noon, on the second Thursday of the month.

**Nutrition Site:** Transit Solutions is available to transport to the meal site. Mon.–Fri.

**Fire Hydrant Snow Removal**

If you have a fire hydrant on your property, you are required to remove all snow surrounding it in a 6' diameter. This can be a daunting task, especially when weather is severe. If you need help, please reach out! We have volunteers who can assist you with removing snow from around fire hydrants.

Please call McFarland Senior Outreach at 608-838-7117 if you have a fire hydrant on your property and you would like assistance.



**Foot Clinic Change**

At this time it is unclear when Stoughton Hospital Home Health will return to doing the foot clinic. However, we have secured an alternative.

**Artistic Salon, 5920 Exchange St. McFarland** is offering nail services. We have arranged with them to cover the additional \$5 cost for personal pedicure tools. These are to assure safety standards are met. The salon offers a \$10 nail trim and a \$30 pedicure. A nail trim is a great alternative and lower cost than the trim from Home Health. The salon is not recommended for diabetics or those with complicated foot issues or open wounds or sores. For your initial pedicure visit we will not only cover the cost of the tool kit, but additionally the extra \$5 over the standard home health cost. To sign up please call Senior Outreach for the savings. You will then be able to schedule with Artistic at your convenience rather than waiting for a clinic day. We are hoping to get some feedback from participants on how satisfied they are and whether this should remain an alternative.

# JANUARY 2021

**Friday 1**  
  
CLOSED

Monday 4	Tuesday 5	Wednesday 6	Thursday 7	Friday 8
Sloppy Joe on WW Bun Kidney Bean Salad Mixed Vegetable Pears Lemon Bar  <b>MO – Chickpea Joe</b> <b>NCS – Pineapple tidbits</b>	Honey Baked Chicken Broccoli Yams Dinner Roll/Butter Banana Blueberry cobbler  <b>MO – Veggie Honey Chicken</b> <b>NCS – SF Cookie</b>	Meat Sauce Spaghetti Noodles Wax beans Mixed Green Salad Dressing Peaches Frosted White Cake  <b>MO – Marinara Sauce</b> <b>NCS – SF Pudding</b>	Lemon Dill Baked Fish Tartar Sauce Baked Potato Sour Cream Fruit Cup WW Bread/Butter Sugar Cookie  <b>MO – Black Bean Burger</b> <b>NCS – SF Cookie</b>	*Italian Sausage on White Bun Oven Roasted Potatoes Stewed Tomatoes Orange Choc. Ice Cream Cup  <b>MO – Veggie Hotdog</b> <b>NCS – SF Ice Cream</b>
Monday 11	Tuesday 12	Wednesday 13	Thursday 14 BULK	Friday 15
Sweet & Sour Chicken Brown Rice Peas Mandarin oranges Chocolate Chip Cookie Bar  <b>MO – Egg Salad</b> <b>NCS – SF Cookie</b>	*BBQ Pulled Pork on a WW Bun Chickpea Salad Carrots Fruit Cocktail Vanilla Pudding  <b>MO – Black Bean Burger</b> <b>NCS – SF Pudding</b>	Chicken Stew Saltine Crackers Broccoli Tropical Fruit Brownie  <b>MO – Veggie Stew</b> <b>NCS – Applesauce</b>	Egg Salad On WW Bread Split Pea Soup Apple Sauce Peach Pie Bar  <b>MO – n/a</b> <b>NCS – SF Jell-o</b>	*BBQ Ribs Baked Potato Sour cream/Butter Peaches Roll/butter Peanut butter cookie  <b>MO – Garden Burger</b> <b>NCS – SF Cookie</b>
MLK DAY  CLOSED				
	Tuesday 19	Wednesday 20	Thursday 21	Friday 22 BULK
	<u>Fish Sandwich:</u> Breaded Fillet WW Bun Cheese <b>NAS – no cheese</b> Tartar Sauce Yams Coleslaw Fruit Cup Lemon Italian Ice  <b>MO – Multigrain Burger</b> <b>NCS – SF Ice Cream</b>	*Meatballs in Marinara Over Penne Carrots Mixed Greens Salad Dressing Banana Cheesecake Brownie  <b>MO – Veggie Meatballs in Marinara</b> <b>NCS – SF Pudding</b>	*Pork Loin in Gravy Mashed Potatoes Garden Blend Veg. WW Bread/Butter Mandarin Oranges Carnival Cookie  <b>MO – Hummus Wrap</b> <b>NCS – SF Cookie</b>	Hearty Chicken Noodle Soup Mixed green salad Dressing Saltine Crackers Pears Pumpkin Bar  <b>MO – Tomato Soup</b> <b>NCS – SF Jell-o</b>
Monday 25	Tuesday 26	Wednesday 27	Thursday 28	Friday 29
<u>Cheeseburger:</u> Beef Patty Cheese <b>NAS – no cheese</b> WW Bun Ketchup/Mustard 4 Bean Salad 4 Way Vegetable Blend Warm Spiced Apples  <b>MO – Black Bean Burger</b> <b>NCS – n/a</b>	Turkey in Gravy Mashed potatoes Broccoli Pineapple tidbits Mini croissant/butter Frosted Marble Cake  <b>MO – Garden Wrap</b> <b>NCS – SF Cookie</b>	Beef Stew Biscuit Green beans Chunky Apple Sauce Chocolate Chip Banana Cake  <b>MO – Tomato Cheese Sandwich</b> <b>NCS – SF Jell-o</b>	Traditional Meatloaf Sweet Potato/Butter White Bread/Butter Cinnamon Apple Sauce  <b>MO – 3 Veggie Meatballs</b> <b>NCS – n/a</b>	Sloppy Joe WW Bun Carrot Coins Black Eyed Pea Salad Pineapple Chocolate Pudding  <b>MO – Hummus/Pita</b> <b>NCS – SF Pudding</b>



Meals provided by: Dane Count Consolidated Food Service  
*All menu items are prepared in kitchens that are not allergen-free. We cannot guarantee that food allergens will not be transferred through cross-contact. No substitutions allowed.*  
 Please note: Guests on a NAS diet should not be receiving: gravy, ketchup, mustard or other condiments. MO = meatless option



**Williamstown Boy Senior Apartments**  
 4809 Dale Street \*McFarland WI 53558 (608)838-4248

**1 & 2 Bedroom Units**

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 Providing friendly, caring, and dependable in-home assistance. No charge to meet with you and discuss your needs. We may be smaller, but that's what makes us better!

**Mary Fischer**  
 ofc 608-838-9101  
 cell 608-239-9698

Continued from page 2

## Foot Clinic

Artistic salon in McFarland is providing a \$10 nail trim and a \$30 pedicure by appointments with Tina. Please call to schedule. McFarland Senior Outreach is still supplementing the cost of the services by prepurchasing individual pedicure kits for senior participants.

Stoughton Home Health has begun providing foot services again but from their new sat tight offices on Highway B and Hwy 51. Please call 873-2366 to schedule an appointment at their earliest convenience. Services are available for non-diabetics only.

## Healthy Living Classes

Several of the healthy living classes are being adapted for online instructions. This opens a world of possibilities as you can participate anywhere a class is being held in Dane County or Wisconsin if a slot is available all from the comfort of your home. We will publish these as they come up. This included Healthy Living with Diabetes, Powerful tools for caregivers, Stepping On, Mind over matter (a bowel and bladder training class), Living well with Chronic Conditions. There is a cost for class materials but if this is a financial hardship please contact Senior Outreach so we can assist. These are great classes to get you started on a better 2021.

## Newsletters

Our newsletters have been somewhat random this last year due to COVID. It has been hard to keep printed copy up to date as things have changed so rapidly at times. Our newsletters, other than updated menus will be offered every other month as long as restrictions remain in place. We will try to keep things as updated as possible electronically either by sending out emails or through our village web page under the Senior Outreach section. If you want to sign up for the newsletter electronically please email me at [lori.andersen@mcfarland.wi.us](mailto:lori.andersen@mcfarland.wi.us). There is no cost for this. Hard copies of the latest edition are available in the outer lobby area of the municipal building.

## Other Resources

Many services have modified the ways participants can access the services/programs. We have a few in our resource list or posted on our web page. This only touches the surface. Many great webinars and seminars are being offered online. If you are interested in informational or educational services, please contact us to see if we are familiar with some. Some area exercise classes are offering zoom class either live or prerecorded. And check out our E.D. Locke library for some great programming.



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**Rehabilitation Services**  
**Stoughton Clinic**  
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608-873-2292

**Oregon Clinic**  
990 Janesville Street  
608-835-5373

**STOUGHTON HEALTH**  
Rehabilitation & Sports  
Medicine Clinics

[stoughtonhospital.com](http://stoughtonhospital.com)



## Stop Unwanted Robocalls

By the GWMR Legal Services Team

Unwanted calls - including illegal and spoofed robocalls - are the Federal Communications Commission's (FCC) top consumer complaint. Not only can the sheer volume of unwanted calls be aggravating, they can also put your financial and personal information at risk.



### What You Can Do

- Beware that Caller ID showing a “local” number does not necessarily mean it is a local caller.
- If you answer the phone and the caller (or a recording) asks you to press a button to stop getting the calls, you should just hang up. Scammers often use this trick to identify potential targets.
- Do not respond to any questions, especially those that can be answered with “Yes.”
- Never give out personal information such as account numbers, Social Security numbers, mother’s maiden names, passwords, or other identifying information in response to unexpected calls or if you are at all suspicious.
- If you get a call from someone who says they represent a company or a government agency, hang up and call the phone number on your account statement, in the phone book, or on the company’s or government agency’s website to verify the authenticity of the request. You will usually get a written statement in the mail before you get a phone call from a legitimate source, particularly if the caller is asking for a payment.
- Be suspicious if you are being pressured for information immediately.
- If you have a voicemail account with your phone service, be sure to set a password for it. Some voicemail services are preset to allow

access if you call in from your own phone number. A hacker could spoof your home phone number and gain access to your voicemail if you do not set a password.

- Talk to your phone company about call-blocking tools they may have and check into apps that you can download to your mobile device to block unwanted calls.
- If you use robocall-blocking technology already, it often helps to let your provider know which numbers are producing unwanted calls so they can help block those calls for you and others.
- To block telemarketing calls, register your number on the Do Not Call List (<https://www.donotcall.gov/>). Legitimate telemarketers consult the list to avoid calling both landline and wireless phone numbers on the list. Note, however, that even after you register, other types of organizations may still call you, such as charities, political groups, debt collectors, and surveys.

**For more information, visit: <https://www.fcc.gov/consumers/guides/stop-unwanted-robocalls-and-texts>**

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## Tips to Help with Seasonal Affective Disorder (SAD)

By the GWMR Legal Services Team

If you start feeling down during this time of year, you are not alone. Also known as the “winter blues,” Seasonal Affective Disorder or SAD affects millions of people during the winter months in the northern hemisphere. This year may be especially difficult for people with SAD when added to the social isolation of COVID-19.

According to the National Institute of Mental Health (NIMH), Seasonal Affective Disorder (SAD) is not considered as a separate disorder but is a type of depression that has a recurring seasonal pattern.

Seasonal Affective Disorder includes all the symptoms of major depression, such as:

- Feeling depressed for prolonged periods
- Feeling hopeless or worthless
- Having low energy
- Losing interest in activities you once enjoyed
- Having problems with sleep
- Experiencing changes in your appetite or weight
- Feeling sluggish or agitated
- Having difficulty concentrating
- Having frequent thoughts of death or suicide

Additionally, symptoms of SAD that reoccur in the wintertime include:

- Having low energy
- Hypersomnia
- Overeating
- Weight gain
- Craving for carbohydrates
- Social withdrawal (feel like “hibernating”)

So, if you’re feeling this way around this time every year and if it’s especially difficult this year, what can you do feel better? First, talk to your doctor. According to NIMH, there are four major types of treatment for SAD that may be used alone or in combination with each other that your doctor may recommend: medication, light therapy, psychotherapy, and vitamin D. You and your doctor can discuss the risks and benefits of different medications; the purpose of light therapy, what type of light is needed, and how to use it effectively; the advantages of psychotherapy; and finally, the value of vitamin D supplementation.

**For more information, visit: <https://www.nimh.nih.gov/health/topics/seasonal-affective-disorder/index.shtml>**

### 2021 Social Security Cost-of-Living Adjustment

The Social Security Administration announced a 1.3% cost-of-living adjustment for 2021. This increase is tied to the Consumer Price Index as determined by the Department of Labor’s Bureau of Labor Statistics. Social Security beneficiaries will receive a letter in the mail in December notifying them of their new 2021 benefit amount. If beneficiaries want to know

their new benefit amount sooner, they can securely obtain the Social Security cost-of-living adjustment notice online using the Message Center through their mySocial Security account at [www.ssa.gov/myaccount/](http://www.ssa.gov/myaccount/). This information will be available in early December prior to the mailed notice. This increase in benefits will impact nearly 70 million Americans.

# MCFARLAND SENIOR OUTREACH SERVICES






McFarland Municipal Center  
5915 Milwaukee Street  
P.O. Box 110  
McFarland, WI 53558



Contact Senior Outreach  
if you would like this newsletter  
by email, at no cost.  
[outreach.dept@mcfarland.wi.us](mailto:outreach.dept@mcfarland.wi.us)

## Contact tracing call? 5 things to know

A contact tracer from your state health department might call if you've been exposed to COVID-19. But scammers are pretending to be contact tracers, too. Here's how you can spot the scam.

-  **Real contact tracers won't ask you for money.**  
Only scammers insist on payment by gift card, money transfer, or cryptocurrency.
-  **Contact tracing doesn't require your bank account or credit card number.**  
Never share account information with anybody who contacts you asking for it.
-  **Legitimate contact tracers will never ask for your Social Security number.**  
Never give any part of your Social Security number to anyone who contacts you.
-  **Your immigration status doesn't matter for contact tracing, so real tracers won't ask.**  
If they do, you can bet it's a scam.
-  **Do not click on a link in a text or email.**  
Doing so can download malware onto your device.

Talking to a real contact tracer helps stop the spread of COVID-19. Reporting scammers helps stop them, too. Report fake contact tracers to your state and at [ftc.gov/complaint](https://ftc.gov/complaint).

For more information about contact tracing visit your state health department's website and [ftc.gov/coronavirus/scams](https://ftc.gov/coronavirus/scams)

FEDERAL TRADE COMMISSION



**Stay tuned for updates  
by visiting our webpage  
through the Village of  
McFarland website.**



# **McFarland**

## **VILLAGE BOARD SUMMARY SHEET**

**MEETING DATE:** Thursday, January 7, 2021

**SECTION:** Business

**DEPARTMENT:** Outreach

**CONTACT:**

**AGENDA ITEM:** Discuss development of a Neighborhood Captain Volunteering framework.

**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, January 7, 2021

**SECTION:** Business

**DEPARTMENT:** Outreach

**CONTACT:**

**AGENDA ITEM:** TJ Jerke presents proposal for McFarland Leadership Program

**PREVIOUS ACTION:**

**ISSUE SUMMARY:**

**FINANCIAL/BUDGET IMPACT:**

**VILLAGE PLAN REFERENCE:**

**ORDINANCE REFERENCE:**

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:**

**ATTACHMENTS:**

1. McFarland Leadership Program

## Concept Proposal: McFarland Community Leadership Program

To meet the interests and needs of Village members and employees, and to overcome the challenges of community engagement and participation, the Volunteer Committee proposes the creation of a McFarland Community Leadership Program to educate Village members about Village-provided services and operations as well as the business, public safety, and education sectors. The ultimate goal is to provide the necessary information and resources to empower village members to effectively take part in, and serve, the Village of McFarland.

## Village of McFarland Vision Statement

The vision of the Village of McFarland is to create an inviting, dynamic, diverse community that offers a high quality of life and a supportive environment in which all citizens may practice their individual value choices. The community actively seeks to preserve its proud heritage, protect its abundant natural resources, plan for responsible and balanced residential and commercial growth, promote a viable economic base, support educational excellence, provide diverse leisure options, and foster a healthy social fabric.

## Village of McFarland Mission Statement

With direction encouraged from an engaged citizenry, Village elected officials and employees will maintain and enhance the quality of life of the community by delivering quality services in an efficient and accountable manner and by providing an orderly, unbiased system of government that is transparent and accessible. To create and sustain a high level of confidence in Village government, we pledge to function with: professional integrity; fiscal responsibility; open communications; environmental sustainability; sensitivity to the values of each individual; full cooperation in achieving the priority goals determined by the community.

## Village of McFarland Volunteer Committee

The Volunteer Committee advises the Village Board on policies relating to a formal program to encourage volunteer participation in activities for the benefit of the Village and its residents.

# Community Interest

342 survey respondents (90%) “strongly agree” and “agree” that the Village has opportunities to make residents more aware of services provided by the Village. (Table 11)

In the same survey, (Table 11) 323 (87%) “strongly agree” and “agree” that the Village has an opportunity to increase collaboration and partnerships with civic organizations and other public agencies.

Table 11. Community Survey Responses – Village of McFarland Opportunities

Survey Statement	Strongly Agree	Agree	Disagree	Strongly Disagree	Did Not Respond
	Strongly Agree/Agree		Strongly Disagree/Disagree		
a. Making residents more aware of services provided by the Village	129 (34%)	213 (56%)	38 (10%)	0 (0%)	53 (12%)
	342 (90%)		38 (10%)		
b. Expanding recreation offerings	153 (40%)	172 (45%)	44 (12%)	10 (3%)	54 (12%)
	325 (85%)		54 (15%)		
c. Increasing collaboration and partnerships with civic organizations and other public agencies	88 (23%)	235 (64%)	47 (13%)	0 (0%)	63 (15%)
	323 (87%)		47 (13%)		
d. Providing Village services in more innovative ways	99 (27%)	218 (59%)	50 (13%)	2 (1%)	64 (15%)
	317 (86%)		52 (14%)		
e. Improving communication between the Village and residents	113 (30%)	202 (54%)	55 (15%)	2 (1%)	61 (14%)
	315 (84%)		57 (16%)		
f. Promoting greater public use of frontage along Lake Waubesa	191 (50%)	130 (34%)	49 (13%)	11 (3%)	52 (12%)
	321 (84%)		60 (16%)		
g. Improving the mix of commercial and industrial development along HWY 51	112 (29%)	197 (52%)	62 (16%)	10 (3%)	52 (12%)
	309 (81%)		72 (19%)		
h. Expanding senior services and programming	91 (24%)	179 (49%)	94 (25%)	8 (2%)	61 (14%)
	270 (73%)		102 (27%)		
i. Pursuing commercial and industrial development opportunities east of the Village	85 (23%)	134 (36%)	117 (31%)	36 (10%)	61 (14%)
	219 (59%)		153 (41%)		

When asked about challenges facing the Village (Table 13), 308 respondents (87%) “strongly agree” and “agree” that achieving greater community engagement and participation would be a challenge. Village Employee respondents also overwhelmingly believe this is a challenge in Table 14, with 54 respondents (84%) who “strongly agree” and “agree” that achieving greater community engagement and participation is presently a challenge.

Table 13. Community Survey Responses – Village of McFarland Challenges

Survey Statement	Strongly Agree	Agree	Disagree	Strongly Disagree	Did not respond
	Strongly Agree/Agree		Strongly Disagree/Disagree		
a. Determining the impacts of further growth on Village service delivery	80 (23%)	228 (65%)	43 (12%)	1 (0%)	81 (19%)
	308 (88%)		44 (12%)		
b. Achieving greater community engagement and participation	114 (32%)	194 (55%)	43 (12%)	3 (1%)	79 (18%)
	308 (87%)		46 (13%)		
c. Financing future needs of the Village	76 (21%)	228 (64%)	45 (13%)	6 (2%)	78 (18%)
	304 (86%)		51 (14%)		
d. Reducing flooding and storm water runoff	108 (30%)	195 (54%)	55 (15%)	2 (1%)	73 (17%)
	303 (84%)		57 (16%)		
e. Increasing retail offerings in the Village	135 (36%)	164 (44%)	56 (15%)	15 (4%)	63 (15%)
	299 (81%)		71 (19%)		
f. Addressing the facility needs of Village departments	69 (20%)	211 (60%)	61 (18%)	9 (2%)	83 (19%)
	280 (80%)		70 (20%)		
g. Understanding and working with special needs populations	82 (23%)	189 (54%)	74 (21%)	7 (2%)	81 (19%)
	271 (77%)		81 (23%)		
h. Determining the role of the Village in providing social services	68 (19%)	193 (55%)	84 (3%)	5 (1%)	83 (19%)
	261 (75%)		89 (25%)		
i. Developing affordable housing in the Village	78 (21%)	144 (39%)	113 (31%)	34 (9%)	64 (15%)
	222 (60%)		147 (40%)		

Table 14. Employee Survey Responses – Village of McFarland Challenges

Survey Statement	Strongly Agree	Agree	Disagree	Strongly Disagree	Did not respond
	Strongly Agree/Agree		Strongly Disagree/Disagree		
a. Achieving greater community engagement and participation	18 (28%)	36 (56%)	9 (14%)	1 (2%)	1 (2%)
	54 (84%)		10 (16%)		
b. Addressing the facility needs of Village departments	30 (48%)	23 (36%)	9 (14%)	1 (2%)	2 (3%)
	53 (84%)		10 (16%)		
c. Financing future needs of the Village	24 (39%)	28 (45%)	9 (14%)	1 (2%)	3 (5%)
	52 (84%)		10 (16%)		
d. Understanding and working with special needs populations	13 (21%)	38 (60%)	9 (14%)	3 (5%)	2 (3%)
	51 (81%)		12 (19%)		
e. Determining the impacts of further growth on Village service delivery	18 (30%)	31 (51%)	10 (16%)	2 (3%)	4 (6%)
	49 (81%)		12 (19%)		
f. Increasing retail offerings in the Village	29 (45%)	22 (35%)	10 (16%)	3 (4%)	1 (2%)
	51 (80%)		13 (20%)		
g. Reducing flooding and storm water runoff	21 (33%)	25 (39%)	13 (20%)	5 (8%)	1 (2%)
	46 (72%)		18 (28%)		
h. Determining the role of the Village in providing social services	13 (21%)	31 (51%)	14 (23%)	3 (5%)	4 (6%)
	44 (72%)		17 (28%)		
i. Developing affordable housing in the Village	16 (25%)	28 (45%)	13 (20%)	6 (10%)	2 (3%)
	44 (70%)		19 (30%)		

# Program Details

## **Organizations involved:**

McFarland Volunteer Committee  
McFarland Chamber of Commerce  
McFarland School District  
McFarland Village Board & Administrator  
Special Committee on Equity, Diversity, and Inclusion

## **Logistics:**

Application-based, screened by a committee  
10-15 members per class  
7-8 months  
Consider day-long retreat and 1 meeting per month (4 hours)  
Interim readings/assignments  
Village Board Meeting attendance  
School Board Meeting attendance  
Community Capstone project - Propose at the beginning and complete, or show a timeline to completion, at the end of 6 months.  
Funding: Staff time, facilities, resources - Village discretionary funds, Chamber, community grants, business sponsors

Meeting 1: Introduction, Expectations, Materials, Capstone project

Meeting 2: Local Government

Meeting 3: Public Safety

Meeting 4: Public Works

Meeting 5: Economic Development

Meeting 6: Education

Meeting 7: County and State Government

Meeting 8: "Graduation" - Present 4M Projects

Follow-up: 2-3 months after graduation, host one last meeting to check on the status of everyone's project

## **Meeting Agenda:**

Recap of previous meeting, go over interim readings and assignments  
Introduce speaker(s), Presentation, Q&A  
Specific elements related to that month's topic/speakers  
Leadership Development/Community Organizing  
4M Project

Recap day, Next month's assignments

4M Project: Must make The Village better than it was at the start of the program. It doesn't matter the size or scope of the project, and it doesn't have to be completed at the end of the program (though bonus points if it is) but a timeline for completion will be required. Participants can team up, or develop it on their own. It will be highly encouraged to oversee a concept that allows participants to actively work with one, or more, community entities.

Final presentation: 15 minutes to highlight the inherent issue, how it is impacting the community, a plan to solve it, and how you believe your solution will solve the inherent issue.

Examples:

<http://www.gdmli.com/CommunityLeadershipProgram>

<http://www.wisconsinrapidschamber.com/leadership>

<https://juneau.extension.wisc.edu/files/2019/05/ALP-Brochure-2019-2020.pdf>

<https://columbia.extension.wisc.edu/future-leaders-active-in-government-f-l-a-g/>

<https://fyi.extension.wisc.edu/leadership/>

Plan of Action:

1. Volunteer Committee create a working group of not more than 3 members
2. Host a 6-2-3 schedule
  - a. Meeting 1:
    - i. Draft Purpose, goals, syllabus outline
    - ii. Identify individuals from each group to ask for assistance in developing curriculum
    - iii. Begin to develop meeting structure
    - iv. Decide on future workgroup meeting dates and times
  - b. Meeting 2:
    - i. Continue work on purpose, mission, syllabus outline
    - ii. Continue discussion on meeting structure
    - iii. Develop specific ask for other organizations
    - iv. Discussion application and selection process
  - c. Meeting 3:
    - i. Finalize purpose, mission, syllabus outline
    - ii. Continue work on meeting structure
    - iii. Continue discussion on application and selection process
    - iv. Begin discussion on capstone project requirements
  - d. Meeting 4:
    - i. Finalize meeting structure
    - ii. Finalize application and selection process
    - iii. Continue capstone discussion
    - iv. Pull in details from 2 organizations - invite representations to talk through their curriculum
  - e. Meeting 5:
    - i. Finalize capstone requirements
    - ii. Pull in remaining organizations - invite to talk through their curriculum
  - f. Meeting 6:
    - i. Finalize the proposal

Misc. Notes:

3 Questions for every meeting, about the materials - Bonus points for unique questions no one else has.

Interim readings/assignments:

Village Ordinances

Dane County Ordinances

State Laws

Village budget

Program Materials:

Digital folder that contains:

Village organizational chart

Villages ordinances

Village budget

School District organizational chart

District budget

Chamber organizational chart

Literature about running for office