

**SENIOR OUTREACH
SERVICE COMMITTEE**

Thursday, June 17, 2021

8:30 AM

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/84025960257>

Or by Telephone: +1 (312) 626-6799
Webinar ID: 840 2596 0257

1. CALL TO ORDER, ROLL CALL.
 - a. Introduction and background of each committee member
2. PUBLIC APPEARANCES.
3. APPROVAL OF MINUTES.
 - a. Motion to approve the minutes of the May 2021 meeting.
4. BUSINESS.
 - a. Director updates on current Service delivery based on reopening plans
 - b. Director updates on services for recent quarter
 - c. Discuss next steps in department/facility planning process
5. SCHEDULE NEXT MEETING DATE.
 - a. Discuss frequency of meetings
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.

VILLAGE OF MCFARLAND
Senior Outreach Service Committee Minutes

Thursday, April 15, 2021 - 8:30 AM

1. CALL TO ORDER, ROLL CALL.

Chair Clow called the regular meeting of the Senior Outreach Services Committee to order at 8:30 AM in Conference Room A.

Members present: Monica Macarra, Colleen McCormick, Jerry Adrian, Carolyn Clow, Brad Czebotar, Diane Mikelbank, Barb Vander Werff,

Members not present: Becky Losby, Leilani Amundson

Staff Present: Lori Andersen and Sara Sprang

2. PUBLIC APPEARANCES.

No public appearances

3. APPROVAL OF MINUTES.

a. Motion to approve the minutes of the February 18, 2021 meeting.

Motion by Mikelbank, second by Vander Werff, to approve the minutes of the February 18, 2021 meeting. Motion carries 7 - 0 - 0 by acclamation.

4. BUSINESS.

a. Emerging trends and client issues- statistical data for 2020

Director of Senior Outreach shared data from Dane County Area Agency on Aging on emerging trends for 2020. Top emerging trends were the pandemic, social isolation, mental health and mental illness, nutrition, home delivered meals, transportation issues and lack of affordable and subsidized housing.. In 2021, Dane County is funding a program that addresses mental health concerns for seniors. A RN and SW were hired thru New Bridge. All focal points will be able to make referrals to this new program. There has been a substantial increase in Meals on Wheels throughout the County in 2020. There was various reasons for this increase include food insecurity, social isolation, caregiver respite, pandemic and aging in place, New assessment forms for meals on wheels participants will begin on May 1, 2021.

b. Further discussion on current Senior Outreach department structure

Current organizational chart for the Senior Outreach Department was reviewed. Suggestion made for the organizational chart to include the volunteers and to whom they report to. Job descriptions need to be updated for Volunteer Coordinator/Case Manager.

c. Review planning document for potential changes

Director of Senior Outreach reviewed population trends and proposed organizational chart, staffing and space needs. Chair Clow gave an update on the Public Safety Building. Comment made regarding staffing for the Community Center and personnel cost. Committee suggested possible opportunities to collaborate with outside entities;

school district, health clubs and the new apartment complexes. Comments made about the Senior Outreach contracted area and if they would support a community center and what is the Village willing to pay for in a Community Center. Monona was initially set up as Senior Center Director reported to Park and Rec Director and then was changed to the Senior Center Director and Park and Recreation Director reported to the Administer. A suggestion was made regarding the organization chart, sample #2, to move over the Volunteer Outreach Coordinator to help both the Community Center and the Senior Outreach department. A suggestion was to have the Case Manager/Volunteer position document hours for time spent on senior outreach vs volunteer position.

5. SCHEDULE NEXT MEETING DATE.

Next meeting scheduled for June 17, 2021 at 8:30am

6. ADJOURNMENT.

Motion by Clow, second by Adrian, to adjourn at 9:34am.

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin boards in accordance with Open Meetings Law.

Respectfully submitted,
Sara Sprang
Case Manager

McFarland
SUMMARY SHEET

MEETING DATE: Thursday, June 17, 2021

SECTION: Staff Reports

DEPARTMENT: Outreach

CONTACT:

AGENDA ITEM: Director updates on current Service delivery based on reopening plans

PREVIOUS ACTION:

ISSUE SUMMARY:

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

None

**VILLAGE OF
McFarland
SUMMARY SHEET**

MEETING DATE: Thursday, June 17, 2021

SECTION: Staff Reports

DEPARTMENT: Outreach

CONTACT:

AGENDA ITEM: Director updates on services for recent quarter

PREVIOUS ACTION:

ISSUE SUMMARY:

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

None

**VILLAGE OF
McFarland
SUMMARY SHEET**

MEETING DATE: Thursday, June 17, 2021

SECTION: Business

DEPARTMENT: Outreach

CONTACT:

AGENDA ITEM: Discuss next steps in department/facility planning process

PREVIOUS ACTION:

ISSUE SUMMARY:

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

None