

Wednesday, August 16, 2023

8:30 AM

McFarland Municipal Center
Conference Room A

AGENDA

1. CALL TO ORDER, ROLL CALL.
2. PUBLIC APPEARANCES.
 - a. This is an opportunity for members of the public to address the Senior Outreach Services Committee. Members of the public who wish to address the Committee should fill out a public comment form and turn into the meeting chairperson. Members of the public may speak during public appearances or during their selected agenda item as they designate on the public comment form. Please adhere to the 3-minute time limit. Additionally, you may send your public comments to senior.outreach@mcfarland.wi.us to be included as part of the meeting.
3. APPROVAL OF MINUTES.
 - a. Motion to approve the minutes of the June 21, 2023 meeting.
4. BUSINESS.
 - a. New Caterer update
 - b. Discussion regarding Senior Outreach's quarterly report including programing updates and trends in service delivery
 - c. Potential changes in case management funding formula
5. SCHEDULE NEXT MEETING DATE.
6. ADJOURNMENT.

Any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format should contact the McFarland Municipal Center at (608)838-3153, 5915 Milwaukee Street, McFarland, Wisconsin, or village.clerk@mcfarland.wi.us by 2:00 p.m. at least 5 business days prior to the meeting so that any necessary arrangements can be made to accommodate each request. If the meeting or request is less than 5 business days from the meeting, requests for accommodations may still be made and reasonable efforts will be made to accommodate each request.

McFarland
SUMMARY SHEET

MEETING DATE: Wednesday, August 16, 2023

SECTION: Business

DEPARTMENT: Outreach

CONTACT:

AGENDA ITEM: New Caterer update

PREVIOUS ACTION:

ISSUE SUMMARY:

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

None

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SUMMARY SHEET

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DEPARTMENT: Outreach

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None

Senior Outreach Services April-June 2023

Case Management

Units of service/hours reported to Dane County

April 74.75

May 93.75

June 87.25

We have met 76 % of our Dane County contract by completing 520.75 units out of 685 contracted.

Opened 22 clients

Closed 12 clients

Recent type of referrals

- Received 4 referrals in June from the Dane County Sherriff Department related to individuals with alcohol issues. Joint home visits were done with the deputies. Resources and support were given during visits, and we will continue to reach out to senior and sheriff department for updates.
 - Prairie Creek Apartments are full, and we have been receiving multiple calls for services ranging from transportation, meals, food pantry, rent assistance, and applying for public benefits.
 - Numerous calls for help with housing costs. Individuals have received notices of increased rents (some over \$100 monthly increase) or getting 30 days' notice to vacate from landlord. Case Managers have been assisting with housing searches with them, with little to no availability in the area.
 - Increased calls requesting assistance with energy costs. Emergency funds have run out and crisis energy funds through Energy Services has a waitlist. Case Managers have applied for Endowment funds, worked with clients on calling utility agency on payment plan, and sought out additional funds thru St. Vincent De Paul.
 - Working with two clients that were displaced from the Monona Hills fire who relocated to McFarland
 - Two joint home visits with the MCFPD to address driving concerns with two individuals.
-

We are once again distributing breathing masks, including KN95, due to the air quality alerts.

Nutrition (The RFP for catering has been awarded to Atlantis Foods, LLC for both sites beginning some time in Fall)

McFarland

Congregate/Home Delivered (These numbers do not reflect the events we have held in which we provided food, so an additional 105 meals would be added to the quarterly total*)

April 108/720 meals

May 111/804 meals

June 123/781 meals

Death of Home Delivered Meal client

One of the requirements for every home delivered client is that they answer the door, so our volunteers physically see them upon delivery. Some clients are more compliant with letting us know if things come up such as doctor appts etc. When a client isn't home, we must make contact with their emergency contact to have them check on them. If that does not happen or there is no one to do that, we ask for a welfare check with the Police or Sherriff department, In outlying areas. One client repeatedly was not answering due to some behavior and domestic issues. As easy as it is to get complacent, we followed up each and every time. And recently the client was found deceased. The Dane County sheriff department found them during the welfare check we requested, This client did not have family. We received a nice email from Deputy Kraus praising us for the consistent follow-through and our concern for our clients.

Cambridge

April 144 meals

May 147 meals (May 12th, we switched to Eat In only again as the Federal Emergency Public health order had ended and so did the ability to do drive up meals per Dane County. Notice went out in advance to participants. We did review any possible exceptions based on home delivered criteria)

June 159 meals

Loan Closet

Considerable time has been given to Inventory, relabeling, and purging of items his quarter. We donated quite a lot to the UW medical project for their distribution in foreign lands. Public works assisted us in disposing and recycling a large number of unusable items.

We continue to receive a large number of things that we cannot accept, often left at our doorway anonymously. Unless it is ours (labeled) or in excellent condition, and not specialized in any way, we cannot safely accept. This takes time and effort on our part to continually sort through things, toss them or take them to UW Medical project. We have asked people to call ahead to inquire. We have advertised that we no longer take crutches, standard four wheeled walkers, backless shower chairs, quad or hemi canes, tripod walkers, medical items such as oxygen tubing, glucose meters etc. and opened incontinence products.

Transportation (RSVP medical rides)

April 20 rides/7 drivers/9 passengers

May 37 rides/10 drivers/9 passengers

June 50 rides/11 drivers/13 passengers

107 total hours spent for Outreach Specialist to coordinate rides this quarter or average of 35 hours a month

Wellness

-Strong Bones has had good attendance. Some class attendance is building back up due to change in class time, per instructor.

-Tai Chi appears to be well attended. They occasionally move the class outdoors to the gazebo if the weather permits.

-Mah Jong has had consistent weekly attendance, with approx. [12 people each week](#).

Volunteers

We held a Volunteer Appreciation event in June with. We focused on an orientation of what case management does and who we collaborate with. We have developed a power point about our department which was very informative.

We also explained the home delivered meal assessment so volunteers could understand how it is determined if someone qualifies. This is a question we get quite frequently from volunteers.

We had the Dane County dietician/nutrition supervisor explain what goes into menu planning and attendees were quite surprised at the details that go into making the meal program occur. [We had 25 in attendance out of approx. 70 active volunteers](#)

Recent Events

-Coffee with a Cop May 10th Lewis Park- Demonstration of police drone [30 attendees](#)

-Lunch and Learn- Dementia signs and symptoms Dr Eastman, UW School of Medicine [55 in attendance](#)

-Lunch and Learn Falls Prevention by Safe Communities [50 in attendance](#)

-Boost your Brain and Memory evidenced based 7-week class by Dane County Dementia Specialist, Ellen Taylor [21 attendees](#)

[Current max attendance for our Lunch and Learn in the Community room is 55/people with the board table moved. SOS has had a wait list each time. We did have Comm/Tech record our Lunch and Learns to have other watch from home or on replay. Due to recent issues with our catering contract, SOS is covering the cost of the food for those events rather than through the county contracted caterer. Donation requests are minimal but only cover about 1/3 the cost. We are hoping that having us purchase for these events is resolved when the new caterer takes over in fall. McFarland Area Outreach Endowment is willing to assist with costs as well.](#)

Upcoming Events

- Coffee hours
- Root Beer Floats-Lewis Park
- July Summer movie and pizza lunch- Mama Mia
- Annual Picnic and country/blue grass music September 8th Brandt Park. Shuttle service by Transit Solutions from our parking lot to/from the park. 100 max seniors will be allowed by reservation due to space. The Lioness Club donated towards the picnic cost.
- Free Legal Clinic- in process.

Miscellaneous

Community Service Day was a huge success. Report given by Outreach Specialist at previous board meeting.

Held coffee hours at Williamstown Bay apartments, Skaalen clubhouse, Homestead apartments and the new Prairie Creek apartments.

Director attended the grand opening of the Prairie Creek apartments and A&J mobility.

Area Agency on Aging Director is completing a file review of our client files. This is only the second time in over 20 years. The goal is to develop consistency from Focal Point to Focal Point. Forms/requirements are in need of an update from Dane County in order for that to occur.

Training

-Both Case managers attended Ethics and Boundaries training, which is a requirement of Dane County and the State of Wisconsin for Social Workers.

-Case manager attended a 7-week class on Meditation and Mental health

-Case manager attended at Dementia training with Teepa Snow, a local expert

-Case manager attended a Triad training on Home Safety by Fearings

-Case manager attended a training on risk reduction for overdoses. As those clients with drug issues age, and those who have unmet pain needs, the risk for using drugs laced with fentanyl is a concern.

-Per our suggestion, Communication/Technology Director attended a webinar on technology for those with sight impairments. We hope it will be useful in upgrading the village communication for those with impairments.

-SOS Team was trained on Asset management software in the hope that it could be used for our loan closet. Unfortunately, it cannot at present. Katie is working with our software company, Schedules Plus to see how it can be used for that purpose. Personal adaptations can be done on the software for a cost if it is considered appropriate.

-Outreach Specialist participated in the RSVP coordinator meeting

-Nutrition manager attended the annual Nutrition manager training.

Respectfully submitted,

Lori Andersen, Director

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