



City of West Allis

Meeting Agenda

Commission on Aging

Monday, September 28, 2020

3:45 PM

Senior Center
7001 W. National Ave.

REGULAR MEETING

A. CALL TO ORDER

B. ROLL CALL

C. APPROVAL OF MINUTES

[20-0439](#) Minutes (draft) of the meeting of August 24, 2020.

Attachments: [Commission on Aging Minutes 8-24-2020](#)

E. MATTERS FOR DISCUSSION/ACTION

[20-0440](#) Correspondence and/or Communication

[20-0441](#) Review Trust Account and assets

[20-0442](#) AARP Tax Service here for 2021

[20-0443](#) Discussion of reopening procedures for the Senior Center

[20-0444](#) Discussion and update of Strategic Planning for West Allis Senior Center

[20-0445](#) Discussion of curbside dining program logistics

[20-0446](#) Discussion of social connection program

[20-0447](#) Report on Community Projects; Stockbox Program Update, Eras Senior Network
Neighborhood Outreach Program & Resource Center

[20-0448](#) Staff Report

F. ADJOURNMENT



All meetings of the Commission on Aging are public meetings. In order for the general public to make comments at the committee meetings, the individual(s) must be scheduled (as an appearance) with the chair of the committee or the appropriate staff contact; otherwise, the meeting of the committee is a working session for the committee itself, and discussion by those in attendance is limited to committee members, the mayor, other alderpersons, staff and others that may be a party to the matter being discussed.

NOTICE OF POSSIBLE QUORUM

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.

NON-DISCRIMINATION STATEMENT

The City of West Allis does not discriminate against individuals on the basis of race, color, religion, age, marital or veterans' status, sex, national origin, disability or any other legally protected status in the admission or access to, or treatment or employment in, its services, programs or activities.

AMERICANS WITH DISABILITIES ACT NOTICE

Upon reasonable notice the City will furnish appropriate auxiliary aids and services when necessary to afford individuals with disabilities an equal opportunity to participate in and to enjoy the benefits of a service, program or activity provided by the City.

LIMITED ENGLISH PROFICIENCY STATEMENT

It is the policy of the City of West Allis to provide language access services to populations of persons with Limited English Proficiency (LEP) who are eligible to be served or likely to be directly affected by our programs. Such services will be focused on providing meaningful access to our programs, services and/or benefits.



City of West Allis

Meeting Minutes

Commission on Aging

Monday, August 24, 2020

3:45 PM

Senior Center
7001 W. National Ave.

REGULAR MEETING

A. CALL TO ORDER

This meeting was called to order by Ms. Wikenhauser at 3:45 p.m.

B. ROLL CALL

Present 6 - Mr. David Rymaszewski, Ms. Judith Schmidt, Ms. Deborah Tiegs, Ms. Linda Timm, Ms. Patricia Wikenhauser, and Mr. John Zentgraf

Excused 2 - Ms. Margee Maydak, and Ms. Sophia Franklin

Others present: Marilyn Matter, Bob Leischow, Denise Koenig, Sharon Roy

C. APPROVAL OF MINUTES

1. [20-0355](#) Minutes of the meeting of February 24, 2020.

Attachments: [Commission on Aging Minutes 2-24-2020](#)

A motion was made by Mr. Rymaszewski, seconded by Ms. Schmidt to approve the minutes of the meeting of February 24, 2020.

D. NEW AND PREVIOUS MATTERS

2. [20-0356](#) Correspondence and/or Communication

Discussed the information sent to the Calling Tree volunteers.

3. [20-0357](#) Update on the February 19, 2020 Common Council proposed resolution

There has not been any information discussed on the proposed resolution during meetings by the Council since the February meeting.

4. [20-0358](#) Review Trust Account

Create an itemized list of all the Senior Center Trust Account purchases due to fund raising done by the Senior Center.

5. [20-0359](#) Senior Center Orientation for Alderpersons

After COVID-19 restrictions are lifted, invite all the Alderpersons over for a tour and a lunch experience. Create an information packet for the Alderpersons "Get to Know your Senior Center".

E. MATTERS FOR DISCUSSION/ACTION

6. [20-0360](#) Discussion of Senior Center membership

Commissioner Teigs made a motion, seconded by Commissioner Timm for the Commissioners to initiate and send a letter along with a survey to the membership thanking them for their continued support and to consider renewing their membership for the upcoming year.

7. [20-0361](#) Discussion of reopening procedures for the Senior Center
Discussion ensued regarding virtual meetings. Revisit this matter next month.
8. [20-0362](#) Discussion and update of Strategic Planning for West Allis Senior Center
Bob Leischow will contact Dawn Mumrow (DHS) regarding a possible virtual planning session.
9. [20-0363](#) Discussion of curbside dining program logistics
Discussed installing a temporary enclosure outside the double doors in the Main Hall to keep the volunteers warmer during food distribution in the winter months. Also discussed having portable heaters by the door.
10. [20-0364](#) Discussion of social connection program
Calling tree volunteers participating in the program contact members by phone to check in on how they're doing. Would like to expand on the number of calls.
11. [20-0365](#) Discussion of member/volunteer greeting cards to members
A motion was made by Commissioner Rymaszewski, seconded by Commissioner Schmidt to supply postage and card supplies in an amount not to exceed \$250 from the Fund Raising account for greeting cards sent to members September 2020 - August 2021.
12. [20-0366](#) Report on Community Projects
Stock box Program Update - June participants were 195, July 175, August 204. Extra food that was distributed; July, case of grapes and plums, 5-lb bags of apples, potatoes, and beef fajita meat, milk and eggs. August extras corn, apples, chicken legs, milk, eggs, frozen eggs, 4 bottles of OJ, milk.
Eras Senior Network Neighborhood Outreach Program & Resource Center - Commissioner Wikenhauer shared that Eras is having a Virtual Fund Raiser on September 24, 2020 between 6:00 - 7:00 pm with an online auction. Visit www.eras.org if interested
13. [20-0367](#) Staff Report
Ms. Koenig brought up the Volunteer Recognition celebration. Ideas were discussed; Gift basket with gift cards and yard/window sign thanking them. Have Volunteers pick up their recognition item(s) up at the Senior Center.

F. ADJOURNMENT

The meeting was adjourned at 5:20 p.m. with the next scheduled meeting to be held on September 28, 2020.



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