

## SENIOR OUTREACH SERVICES COMMITTEE

Thursday, March 17, 2016

8:30 A.M.

McFarland Municipal Center  
Conference Room A

### MINUTES

#### 1. Call to order.

The meeting was called to order by Chair Adrian at 8:30 am.

Present: Jerry Adrian (Trustee/Chair), Lori Andersen (Director), Stephanie Brassington, Lauren Kelly (Case Manager/Volunteer Coordinator), Doris Lisenbee, Carol Lobes, Colleen McCormick, Sara Sprang (Case Manager), Judy Taritas, Committee Members Absent: Doug Zieghan

#### 2. Review and possible approval of draft. Minutes of the January 21, 2015 meeting of the Senior Outreach Services Committee.

**Correction by Chair Adrian:** The minutes were approved on a motion by McCormick and seconded by Brassington.

#### 3. Director's report for January and February 2016 Senior Outreach Department activities.

- Staff retreat was held January 28<sup>th</sup>. Topics covered were department goals, increasing meal site participant, efficiency of forms, and continuing with special events.
- Luau was well attended, over 50 people including Joe Parisi and staff member
- PI Day was well attended; slice of pie was sold for \$3.
- Cribbage and Coloring group has started. Participation ranges from 5-7 individuals.
- Upcoming Events: Earth Day Celebration on April 20<sup>th</sup>, Mother's Day Paint and Wine Event at the McFarland House Café on May 5<sup>th</sup>, Senior Bowling at Spartan Bowl (TBA) and Father's Day Brewing Event (TBD)
- Chair Yoga will start in April. Bocce ball leagues are forming,
- All five tax clinics are full.
- Lauren Kelly has accepted the new role of Volunteer Coordinator in addition to being a Case Manager.

#### 4. Discussion/feedback on recent events and proposed future events

- Jerry Adrian suggested connecting with the Lions, Lioness, American Legion to put information in their newsletter regarding Senior Outreach meals and activities.
- Judy Taritas suggested advertising on cable and newsletters for the High School plays, having newsletters available at the pool. Also adjusting the timing on the front doors of the Municipal Center so they stay open longer for individuals in wheelchairs.

### **5. Presentation /discussion on Nutrition program and budget for 2016**

- Director explained job description for the Nutrition Site Manager and Nutrition Site Coordinator
- Director distributed a Nutrition packet, reviewed budget for program, statistics of meal program participation, registration for congregate and meals on wheels and satisfaction of meals.
- Director plans to visit other meal sites in Dane County
- Jerry Adrian suggested to utilize EMT's to deliver meals

### **6. Possible agenda items for next meeting**

Next meeting is scheduled Thursday, May 19th at 8:30am.

### **7. Adjournment**

The meeting was adjourned at 9:51am on a motion by Lisenbee and seconded by McCormick.

Submitted by,  
*Sara Sprang*