

**CITY OF PORT WASHINGTON  
COMMISSION ON AGING MINUTES**

**Monday, June 8, 2015**

Present: Suzanne Bruner, David Owens, Edie Webb, Steve Broyles, Alderman Bill Driscoll and Catherine Kiener. Excused: Sally Schirk-Ehrlich and Beth Smyth

Meeting was called to order at 6:00 PM

1. Approval of May minutes: Motion to approve by Mrs. Webb and seconded by Mrs. Bruner. Motion carried.

2. Public Comments: None

3. A. The Financial summary for May was not received in the packet so review is tabled until August.

4. A. Unfinished business: Ad-Hoc for Strategic Plan Update

Mrs. Webb gave an update from the June 2 meeting. There were 607 online surveys and 109 was final hard copy number. This was a higher response rate than the 10% average for surveys. It surprised several members. The report will be completed by MSA by end of August. The “stakeholders” or community representatives will be invited for a meeting July 7<sup>th</sup>. The list includes senior housing managers, agencies that sponsor events for the center, local business leaders, VFW that meets here, ADRC Staff, Commission on Aging members, and instructors of the center.

5. New Business:

A. Elected officials report – Alderman Driscoll commented the city put in an interest bid for the lighthouse. The Mayor is at a national mayor meeting in Washington D.C. this week.

B. The annual maintenance contract for the elevator repair was reviewed. The discussion was on clarifying that the inspections be done 4 months apart. The annual rate will increase due to labor by 3.27% for a total of \$853.68 for May 2015-2016. Alderman Driscoll moved to approve the contract with the clarification on routine examines be spaced regularly. Mrs. Webb seconded the motion. Motion carried.

6. Directors Report

A. Senior Center Board of Directors

1. The Senior Center Board is losing 2 members this month who do not wish to continue another 2 years. The Board will make appointments to fill the vacancies at the June or July meeting.

2. Silver Sneakers Flex program status is being pursued by the Senior Center. We have one instructor who is a silver sneaker instructor. We pay them so we are applying as a group so payments come to the Center. There are more steps involved than was initially explained. The Director has to have a background check and the city insurance information is being required. The Senior Center has applied to be Silver Sneakers location twice before. This is the first time with the new Flex program option.

B. Upcoming Events

1. Special Events

a. Ozaukee Senior Games has 100 registrations. The usual pattern of not many Cedarburg or Grafton participants coming to events in Port is occurring. We have a good response of about 30 plus participating.

b. Senior Conference has about 230 registrations. Tuesday, June 17 the Director and Assistant will be there to promote the center.

c. Summer picnic cost is going up this year by \$.50. It is Tues. July 14 at the Kiwanis shelter.

2. no updates on Education classes
3. Trips planned by Port that have occurred are now in the invoice stage to Cedarburg and Grafton. Fireside 2016 shows have been announced so that is the beginning of planning for next year.

C. Director's Comments: The Environmental Maintenance staff is James Lynch. He started June 1. Mr. Steve Orvis assisted with some orientation today on the elevator, programmable thermostat settings, outdoor lighting, and other specific tasks.

The Director attended the YMCA strategic planning meeting for the community. It was an interesting process. The highlights seemed to be that the Y needs to determine a mission statement and budget to determine goals moving forward. There is no space for senior center programs at the Y. The Center could be a host site for the Y silver sneaker and other senior members. Suzanne Bruner and Director Kiener attended the County ADRC/Commission on Aging Meeting. Mrs. Kiener wanted to amend the minutes from their previous meeting to more accurately reflect the walk through of the city council as an educational opportunity for council members to see how the facility is used on a daily basis. An overview of the Strategic Plan Process was given. The ADRC and the Center will continue to partner for the Dining program and Meals on Wheels.

A thank you note was shared the Director received from a Port Resident who is a new owner of a home care business after meeting to learn about the Senior Center and to see what partnerships may be available.

6. Adjournment at 6:48 PM

**Next Commission on Aging Meeting: Monday, August 10, 2015 – No July meeting**

Respectfully submitted by Catherine Kiener, Director for Secretary Beth Smyth