

Menasha aldermen occasionally attend meetings of this body. It is possible that a quorum of Common Council, Board of Public Works, Administration Committee, Personnel Committee may be attending this meeting. (No official action of any of those bodies will be taken).

**CITY OF MENASHA  
COMMITTEE ON AGING  
Menasha Senior Center  
116 Main Street, Menasha  
December 8, 2016  
7:45 AM  
AGENDA**

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
  - 1. [October 13, 2016](#)
- D. CORRESPONDENCE
- E. REPORT OF DEPT HEADS/STAFF/CONSULTANTS
  - 1. Senior Center
    - a. Reports
      - I. Participation in Senior Center Events
      - II. Neenah Committee on Aging
      - III. Metrics
  - 2. Public Health
    - a. Financial
      - I. Budget update
    - b. Sixty Plus Grant – Programs
      - I. Public Health Nurse position update
    - c. Community Health Assessment
- F. NEW BUSINESS
  - a. Presentation to the COA - Patricia Sarvela, Development Director, Partnership Community Health Center
- G. HELD OVER BUSINESS
  - 1. Mission, Vision, Goals
    - a. GAP Analysis
  - 2. Safety Manual (pending revisions by Nancy McKenney and Jean Wollerman)
  - 3. Cost Study
- H. ADJOURNMENT
  - Next meeting January 12, 2017

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha Senior Center at 967-3530 24-hours in advance of the meeting for the City to arrange special accommodations."

**CITY OF MENASHA  
COMMITTEE ON AGING  
Menasha Senior Center  
116 Main Street, Menasha  
October 13, 2016  
Minutes**

- A. Meeting called to order at 7:50 am.
- B. Roll Call - Present: Janell Dresang, Pat Irwin, Joyce Klundt, Nancy McKenney, John Ruck, Tom Stoffel, Jean Wollerman Excused: Brenda Marks
- C. MINUTES TO APPROVE  
Pat Irwin moved to approve the September 15, 2016 minutes. The motion was seconded by Janell Dresang. Motion passed.
- D. CORRESPONDENCE  
None
- E. REPORT OF DEPT HEADS/STAFF/CONSULTANTS  
**Senior Center:** Jean Wollerman described a number of programs and activities at the Senior Center and their level of participation. She expressed concern that the Lunch participation (Advocap) is down and asked for the Committee's recommendations. It was suggested that the School District be consulted about their lunch program, explore new meal offerings and Advocap advertising. It was suggested that a survey of Senior Center participants would help us learn more about awareness of the lunch program, what might help improve participation (meal and food preferences).  
*Events:* There will be information provided on October 24<sup>th</sup> from noon-1:30 PM on phones for those with hearing problems. The Halloween event will be held on October 27<sup>th</sup> from 4-7 PM. The tailgate party is on Friday October 14<sup>th</sup>. The election Bake Sale is being held on November 8<sup>th</sup>. November 17<sup>th</sup> is digital day, where students from the Appleton Charter School are doing to sessions on the general use of electronic communication devices (phones, texts, e-mail, etc.). Jean Wollerman noted that there were changes in employee status at the YMCA beginning January 1, 2017. Jean Wollerman provided program participation charts.  
*Neenah Committee on Aging:* Jean Wollerman described the Neenah healthy living for seniors discussion to identify obstacles of older adults living in the area and what might attract people to the area. The purpose is to help the built environment. What questions could we pose older adults in Menasha (E.g. how can parks be more accessible)? John Ruck suggested going through sections of the City, reflecting and posting for comments.  
**Public Health: 60 Plus Grant:** Nancy McKenney reported that the Health Department posted the public health nurse position. This public health nurse will serve the Senior Center along with other health department responsibilities. There were 21 applicants for this position. She will update the Committee at the next meeting.  
*Budget:* Nancy McKenney reviewed the proposed Senior Center budget which incorporated a slight increase in the YMCA contract for managing the Senior Center. Nancy McKenney invited Patricia Sarvela from Partnership Community Health Center to present at a future Committee on Aging meeting.
- F. NEW BUSINESS - None
- G. HELD OVER BUSINESS  
**Mission Vision and Goals:** No report.  
**Safety Manual:** Nancy McKenney and Jean Wollerman will revise the draft and review it with the COA at a future meeting.  
**Cost Study:** Held over to the next meeting.
- H. ADJOURNMENT:  
Joyce Klundt adjourned the meeting at 9:00 am.  
The next meeting will be held on December 8, 2016 at 7:45 a.m. at the Senior Center, 116 Main Street, Menasha.