

**CITY OF VERONA
SENIOR SERVICES COMMITTEE
JANUARY 14, 2020
VERONA SENIOR CENTER
MINUTES**

1. The meeting of the Senior Services Committee was called to order by Katie Kohl at 5:45 p.m.
2. Roll Call: On roll call: Charlotte Jerney, Katie Kohl, and Christine Posey were present. Also present: Stephanie Ehle, Senior Center Director; Jim Zellen, President of Friends of Verona Senior Center; and Ellen Clark, City Clerk.
3. Approval of the minutes from the December 10, 2019 Senior Services Committee meeting. Posey asked that the item regarding the number of alders to be present at a meeting be clarified. If two alder committee members are attending the meeting, the public must be notified.

Motion by Posey, seconded by Jerney, to approve the minutes from the December 20, 2019 Senior Services Committee meeting, with the changes requested by committee member Posey. Motion carried 3-0.

4. Director's Report:

Ehle reported on 2019 program participation data. Over 17,000 visits to the Center were recorded. Multiple visits by one person are not singled out in the report. Over 300 new clients were added in 2019: 68 from the City of Verona, and 237 non-resident.

Posey asked for actual participation numbers, so it can be determined how many individuals are using the Center.

Ehle stated Staff is seeing numbers increase, and are using what was popular last year to drive what is programmed this year. They are also trying to determine who is scheduled for a program, and who actually signs in for the program. They are hoping to obtain a new computer tablet to take around the room to check participants into the program.

Posey stated it is helpful to know the number of residents, versus non-residents, as we are here representing the City of Verona.

Zellner stated a new computer for the Center came up at the Friends of the Verona Senior Center Board meeting. The Board questioned why the cost of a computer used by Staff would not come from the City's Senior Center budget.

Posey stated the budget had to be discussed without a Director in that role. The Committee is happy to put this item on the next meeting agenda for discussion.

Ehle stated she is looking at space utilization as the center gets busier. There are some rooms that are underutilized.

5. Discussion and Possible Action Re: Key checkout and after hours building use policy.

Ehle has set up a fee structure for use of the Center as follows:

Time of use 2-4 hours	No charge
Time of use longer than 4 hours	\$10/hour
Private & for-profit groups:	
Small room	\$ 40
Large room	\$150
Resident & non-profit groups:	
Small room	\$ 20
Large room	\$ 40
After hours use	\$ 50
Main room	Up to \$200 for up to 8 hours

Ehle stated these fees are much cheaper than other Senior Centers in the area.

Kohl stated this is a good way to get more revenue stream through the Center.

Ehle stated at this time, Staff is not asking for a deposit to check out a key to the Center. However, they are billed if the building is left in unacceptable condition. One key opens all the doors to the Center.

Posey and Kohl believe checking out keys creates a security issue that should be addressed through City administrative and public safety channels in order to develop a building use and key checkout policy.

6. Report on programs and case management:

Ehle reported on upcoming Senior Center programs.

Jerney would like to talk about how we can support seniors regarding voting.

Ehle reported that case management outreach is being approached differently than in the past. Instead of meeting residents of senior complexes in the lobby, case managers are now going door to door. This provides more information about residents, and allows managers to notice areas in which a resident may need assistance of some kind.

The Veterans group is now a self-run group with Becky Losby as the contact person. Funds are available for an upcoming Vets-only trip. Staff is exploring the possibility of creating a second Caregivers group with an emphasis on after-loss care and support.

7. Meeting schedule for 2020:

Kohl stated it may not be necessary for the Committee to meet every month. The consensus of the Committee was to meet at 5:45 p.m. every other month beginning in March, with the option to meet monthly, based on need.

8. Other business:

None

9. Adjournment:

Motion by Jerney, seconded by Posey, to adjourn at 6:17 p.m. Motion carried 3-0.