

SENIOR ACTIVITY CENTER COMMISSION - 8: 00 AM (Wednesday, January 16, 2019)Generated by Wendy Schmitz on Wednesday, January 16, 2019

1. OPENING OF MEETING

Action:

1.1 Call to OrderJeanne Bogardus called the meeting to order at 8: 04 am.

Action, Procedural:

1.2 Pledge of AllegianceRecitation of Pledge of allegiance at 8: 04 am.

Commission Members Present:

Jeanne Bogardus, Samy Yang, Alderperson Ronald Rindfleisch, Rich Miesfeld, Evelyn Prevenas, Robert Helminiak, Laura GummCommission Members Absent:

Sue Garski (Excused)Staff/Officials Present:

Senior Activity Center of Sheboygan Supervisor Wendy Schmitz, Senior Activity Center Coordinator Melissa Wolf, City of Sheboygan City Administrator Darrell Hofland

2. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

Action, Minutes:

2.1 Approval of minutes from the November 14, 2018 meeting.Motioned by Ronald Reindfleisch, seconded by Evelyn Prevenas to approve the minutes from the November 14, 2018 meeting. Motion carried.

Discussion, Infomration,  
Presentation:

2.2 Fourth Quarter BenchmarksWendy Schmitz discussed the information collection system with its flaws and membership renewal. Overall, 2018 was a good year at SACS.

Discussion, Information,  
Presentation:

2.3 SACS Supervisor Succession Plan

Wendy Schmitz informed commission of Kerri Robertson's resignation in November. Kerri was the Assistant Supervisor/Health & Wellness Coordinator. Wendy worked with City Administrator Darrell Hofland and Director of Human Resources and Labor Relations Sandy Rohrick to rewrite the job description and develop the new role of Senior Activity Center Coordinator. Friends Community Engagement Coordinator Melissa Wolf applied, interviewed, and was offered the new position. On Monday, January 14, 2019, she started in the new role of Senior Activity Center Coordinator, employed by the City of Sheboygan. The Friends created a new position of Health/Wellness/Recreation Facilitator. This new position will head up our fitness classes, our wellness programming and work to develop afternoon recreation programs. Former Lakeland University intern Rachel Conery has been hired and will start tentatively on Monday, January 28, 2019, pending relocation to the area.

Darrell Hofland informed commission that Wendy's position has received a title and job description overhaul that was approved by the finance committee on Monday, January 14, 2019. The new title will be Director of Senior Services. The role will focus more on representing the Senior Activity Center of Sheboygan outside the building and in the community as well as directional oversight of the big picture at the center.

Discussion,  
Information:

2.4 Swimming Petition Wendy Schmitz informed commission that at the end of 2018, the decision was made to increase the cost of the swim classes. Swim class attendees were paying \$20 for 1 year of swimming which included classes 3 x weekly. The decision was made to start the process of bring the swim program fees up to the

same level as all other fitness classes. Operating under the knowledge that the pool closes for maintenance and the instructor takes vacation: 3 classes x 48 week x \$1 per class would mean that cost should be \$144 per year. Knowing that there are fixed incomes the decision was made not to move costs to \$144 but instead raise prices to \$40 per year for Friends members and \$60 per year for non members. The swim class attendees were not pleased with the price increase and signed a petition which was submitted to Wendy. Their grievances about the usability of the facility, specifically the mens showers,

were expressed as well.

Wendy and Melissa met with John Koehler, Director of the Community Recreation Department to discuss the matter. The Rec Department is considering taking over the program. In the mean time, John worked with maintenance to get the mens showers fixed. Wendy went to the swim class to explain the rationale will the attendees.

Discussion, Information,  
Presentation:

2.5 Senior Space CRM SystemMelissa Wolf informed commission that on January 2, 2019, Senior Space CRM System, paid for by the Friends, was installed at the center. Staff and volunteers have been issuing members cards and training members on the sign in process. With the newness of the system there have been a few bugs, but nothing that is not fixable. Senior Space is putting together an advisory committee to help guide the direction of the program. The Senior Activity Center of Sheboygan has been asked to participate in that.

### 3. REPORTS

Action, Presentation, Report:

3.1 Report from Wendy Schmitz, SupervisorWendy Schmitz informed commission about the successful Holiday Brunch and Branson Trip stating that both were the best yet. Wendy discussed the rationale with being closed over the Christmas and New Years holidays stating that the staff come back with a new perspective and the members come back with a new appreciation for the center.

Discussion,  
Information:

3.3 Age Friendly Task Group ProgressWendy Schmitz informed commission that the Age Friendly Task Group will reconviene on Thursday, January 17, 2019. She spoke on the committment from City Administrator Darrell Hofland to the initiative because he has added the work to the new Directory of Senior Services job description. The city needed to collect and submit 500 surveys to AARP and were able to collect and submit 1,277. The Age Friendly Task Group also succeeded in their goal to reach the Hmoung and Hispanic communities in Sheboygan. The leader of the Hmoung Mutual Assistance has been invited to attend the meeting on January 17, 2019.

Rich Miesfeld informaed commisison on his presenation in early December to the City of Sheboygan department heads. They discussed as a group what each department is working on towards Age Friendly and how the departments can help each other. Rich also met with the Sheboygan County Economic Development Corporation (SCEDC) to discuss the similarities of their goals with the goals of the Age Friendly Task Group. The SCEDC has also been invited to attend the meeting on Janaury 17, 2019.

### 4. NEXT MEETING

Action,  
Information:

4.1 March 20, 2019 at 8 am

### 5. ADJOURN

Action:

5.1 Motion to AdjournAt 8: 50 am Rich Miesfeld motion, Evelyn Prevenas seconded to adjourn the meeting. Motion carried.