

**Wallingford Committee on Aging
Agenda
September 17, 2021**

Call to order @ 9:00 a.m.

Secretary's Report

- Vote to accept minutes of July 16, 2021 Meeting (no meeting in August 2021)

Treasurer's Report

- Vote to accept monthly report of revenues and expenditures for July 2021 and August 2021
- Vote to accept July 2021 and August 2021 Program Account Reports

Consent Agenda – Accept the following July 2021 and August 2021 reports as mailed/emailed:

- Executive Director
- Program Director
- Social Services
- Memory Lane

Staff Reports

- Executive Director
- Program Director

Old Business

- Pickle Ball Courts at WSC
- LRP update

New Business

Other Business: announcements, appointments, questions, items to be noted for the record of the meeting.

Adjournment (10:00 a.m.)

Next WCOA meeting – October 15, 2021

WALLINGFORD COMMITTEE ON AGING

OPERATING ACCOUNT

FISCAL YEAR JULY 1, 2020-JUNE 30, 2021

OPERATING & TRANSPORTATION ACCOUNT	BUDGET SUBMITTED	August 2021 ACTIVITY	TO DATE BALANCE FORWARD	YEAR TO DATE BALANCE	BUDGET UNDER or (OVER)
Checking Account				\$ 115,520.89	
Checking Account 08/31/2021		\$ 119,214.81			
<u>Receipts Operations</u>					
Town Contribution	\$ 560,206.00	\$ 46,684.00	\$ 46,684.00	\$ 93,368.00	\$ 466,838.00
Memory Lane Income	\$ 60,500.00	\$ 3,880.00	\$ 2,410.00	\$ 6,290.00	\$ 54,210.00
Interest	\$ 20.00	\$ 0.58	\$ 0.59	\$ 1.17	\$ 18.83
Miscellaneous*	\$ -	\$ -	\$ 1,200.00	\$ 1,200.00	\$ (1,200.00)
<i>Carryover Budgeted</i>	\$ 78,841.00	\$ 3,841.00	\$ 640.00	\$ 640.00	\$ 78,201.00
Total Receipts-Operations	\$ 699,567.00	\$ 50,564.58	\$ 50,934.59	\$ 101,499.17	\$ 598,067.83
<u>Receipts Transportation</u>					
Town Contribution	\$ 147,596.00	\$ 12,300.00	\$ 12,300.00	\$ 24,600.00	\$ 122,996.00
Bus Income	\$ 3,750.00	\$ 255.00	\$ 294.00	\$ 549.00	\$ 3,201.00
<i>Carryover Budgeted</i>	\$ 16,280.00	\$ 1,280.00	\$ 214.00	\$ 214.00	\$ 16,066.00
Total Receipts-Transportation	\$ 167,626.00	\$ 12,555.00	\$ 12,808.00	\$ 25,363.00	\$ 142,263.00
TOTAL ALL RECEIPTS	\$ 867,193.00	\$ 63,119.58	\$ 63,742.59	\$ 126,862.17	\$ 740,330.83
<u>Disbursements Operations</u>					
Salaries	\$ 493,598.00	\$ 35,863.01	\$ 35,307.20	\$ 71,170.21	\$ 422,427.79
Payroll Taxes	\$ 42,378.00	\$ 2,782.47	\$ 2,739.94	\$ 5,522.41	\$ 36,855.59
Pensions	\$ 24,680.00	\$ 2,320.10	\$ -	\$ 2,320.10	\$ 22,359.90
Health Benefits	\$ 71,979.00	\$ 7,431.43	\$ 7,431.43	\$ 14,862.86	\$ 57,116.14
Workers Comp	\$ 2,942.00	\$ 282.00	\$ 282.00	\$ 564.00	\$ 2,378.00
Staff Travel	\$ 1,680.00	\$ -	\$ 150.97	\$ 150.97	\$ 1,529.03
Meetings, Seminars, Dues	\$ 3,250.00	\$ -	\$ 38.85	\$ 38.85	\$ 3,211.15
Liability Insurance	\$ 14,739.00	\$ 5,005.00	\$ -	\$ 5,005.00	\$ 9,734.00
Telephone	\$ 1,770.00	\$ 149.63	\$ 143.49	\$ 293.12	\$ 1,476.88
Office Expenses/Supplies	\$ 6,800.00	\$ 388.72	\$ 152.22	\$ 540.94	\$ 6,259.06
Equipment	\$ 2,000.00	\$ 1,318.75	\$ -	\$ 1,318.75	\$ 681.25
Maintenance/Repair	\$ 3,000.00	\$ 3,078.00	\$ 53.00	\$ 3,131.00	\$ (131.00)
Facility Expenses & Suppl	\$ 7,900.00	\$ 818.05	\$ 346.99	\$ 1,165.04	\$ 6,734.96
Audit	\$ 6,900.00	\$ -	\$ -	\$ -	\$ 6,900.00
Memory Lane Expenses	\$ 8,500.00	\$ 255.00	\$ 53.00	\$ 308.00	\$ 8,192.00
Miscellaneous*				\$0.00	\$ -
Town Building Lease	\$ 1.00	\$ 1.00	\$ -	\$ 1.00	\$ -
Postage	\$ 350.00			\$ -	\$ 350.00
Printing	\$ 1,600.00	\$ 17.19	\$ -	\$ 17.19	\$ 1,582.81
Prof Services	\$ 4,700.00	\$ 379.99	\$ 528.61	\$ 908.60	\$ 3,791.40
Continuing Ed & Training	\$ 800.00			\$ -	\$ 800.00
Disbursements Operations	\$ 699,567.00	\$ 60,090.34	\$ 47,227.70	\$ 107,318.04	\$ 592,248.96

WALLINGFORD COMMITTEE ON AGING

OPERATING ACCOUNT

FY JULY 1, 2020-JUNE 30, 2021

OPERATING & TRANSPORTATION ACCOUNT	ANNUAL BUDGET	August 2020 ACTIVITY	TO DATE BALANCE FORWARD	YEAR TO DATE BALANCE	BUDGET UNDER or (OVER)
Disbursements-Transportation					
Salaries-Drivers	\$ 112,639.00	\$ 8,992.39	\$ 6,635.28	\$ 15,627.67	\$ 97,011.33
Payroll Taxes	\$ 10,161.00	\$ 781.37	\$ 600.98	\$ 1,382.35	\$ 8,778.65
Pensions	\$ 5,623.00		\$ -	\$ -	\$ 5,623.00
Health Benefits	\$ 13,107.00	\$ 52.00	\$ -	\$ 52.00	\$ 13,055.00
Workers Compensation	\$ 9,354.00	\$ 848.00	\$ 848.00	\$ 1,696.00	\$ 7,658.00
Maintenance	\$ 6,000.00	\$ 221.32	\$ 1,295.71	\$ 1,517.03	\$ 4,482.97
Fuel	\$ 8,248.00	\$ 650.11	\$ -	\$ 650.11	\$ 7,597.89
Insurance	\$ 2,493.00	\$ -	\$ 2,587.00	\$ 2,587.00	\$ (94.00)
Bus Lease	\$ 1.00	\$ 1.00	\$ -	\$ 1.00	\$ -
Disbursements-Transporta	\$ 167,626.00	\$ 11,546.19	\$ 11,966.97	\$ 23,513.16	\$ 144,112.84
TOTAL DISBURSEMENTS	\$ 867,193.00	\$ 71,636.53	\$ 59,194.67	\$ 130,831.20	\$ 736,361.80
Checking Account 08/31/2021		\$ 110,697.86		\$ 111,551.86	
				\$ 854.00	Sheet 1 E13 + E 19
				\$ 110,697.86	
Checkbook Balance 6/30/2021	\$115,520.89				
Allocated to 2020/21 budget	\$5,121.00				
Unallocated remainder for 2021/202	\$110,339.89				
*** Miscellaneous Money that	was given from Workers Comp. A total of 8,507.00				

**WALLINGFORD SENIOR CENTER
EXECUTIVE DIRECTOR'S REPORT
AUGUST 2021**

GENERAL STATISTICS

Days of Service: 22	Memory Lane Units: 127
Recorded Attendance: 2913	Health Service Units: 24
Transportation Units: 557	New Members Added: 17
Community Café Meals: 89	Members Deleted: 18
Social Service Units: 133	Total Registered Members: 3936

EXECUTIVE DIRECTOR APPOINTMENTS

MONTHLY MEETINGS

	Member Advisory Council (Suspended-UFN)
	Wallingford Committee on Aging (No meeting in August)
08-27-21	Staff Meeting

SPECIAL MEETINGS

08-03-21	WCOA Long Range Planning Committee meeting
08-03-21	Karen Ripa, Junior Performance Academy Director, Re: building access for rehearsals and concert
08-04-21	Don Lanoue, DPW, Re: service and restart lawn irrigation system
08-05-21	Bryon Birtha, Owner CT Tree & Stump Removal, Re: clearing overgrown area behind the senior center
08-06-21	Oversaw facility during Friday evening concert and restored building afterwards
08-16-21	Carmela DiCesare, Office Manager, Re: review prior week events post vacation
08-17-21	Mary Glynn, LVC Manager, Re: chemical supplies needed, time sheets for Y&SS youth employment participant, potential new hire
08-17-21	Tammy Gosney, Re: interview for LVC Assistant position
08-20-21	Michael Mancino, Electrician, Re: review lights and exit signs needing repair
08-24-21	Mike Thompson, Ensar, Service Tech, Re: set up HIGI unit and train staff on use
08-24-21	Joann Bolin, Commissioner, Southbury Senior Services, Re: tour and information gathering on WSC operations for their long-range plan.
08-26-21	Officer Boyle, WPD, Re: hosting domestic violence program and monthly visits
08-26-21	Carmela DiCesare, Office Manager, Re: set up of new revolving charge account at Sam's Club and review credit card integration with QuickBooks and TD Bank
08-30-21	Tammy Gosney, Re: completed new hire paperwork for LVC Assistant position
08-31-21	Mike Wilkins, Johnson Controls, Service Technician, Re: kitchen hood inspection
08-31-21	WCOA Long Range Planning Committee meeting

EXECUTIVE DIRECTOR NARRATIVE REPORT FOR AUGUST 2021

PERSONNEL & BUDGET

- Executive Director on vacation 8-09 thru 8-15-21.
- Interviewed Tammy Gosney, Assistant Kitchen Manager at Milford Senior Center for the LVC Assistant position on 8-17 and then hired her on 8-30-21. Completed all paperwork, checked references, criminal background check, and orientation.
- WCOA Long Range Planning Committee met again on 8-03-21 to review a draft of a proposed "Community Survey" developed by Tara Knapp. Bill Viola will revise and send out for review prior to the next meeting on 8-31-21.
- Daniela Torres, Youth & Social Services summer youth employment program participant completed her work in Lake View Café on 8-29-21. She did a great job and was a pleasure to have at the center. We hope she will return next summer.

FACILITY & EQUIPMENT

- Continued problems with floor drain backing up in kitchen resulted in additional calls to DPW and several additional drain clean outs by the town contracted plumbing and drain cleaning services during the week I was away on vacation. In addition, the plumber also installed a new faucet and prewash sprayer unit at the garbage disposal and dish machine sink on 08-17-21.
- DPW repaired and restated the Lawn Irrigation system on 8-4-21.
- CT Tree & Stump Removal came out on 8-5-21 to cut the overgrown area behind the senior center, restoring the "view" from the Lake View Café and Great Room.
- Ordered and received (8-18-21) two new recycled plastic benches with mounting brackets, generously paid for by Eugene Steneck, WSC Member and volunteer bocce group leader. After assembling the benches with assistance from Transportation Aide Magnus Krisjansson, they were installed on the left side of the bocce courts. Received a nice thank you note from the grateful Bocce Players.
- Johnson Controls/Simplex-Grinnell out on 8-30-21 to conduct semi-annual inspection and service (including replacement of fusible links) of the kitchen hood fire suppression system.
- Coordinated delivery and installation of HIGI machine with Paige from HIGI and Kathy from Poulet Enterprises on 8-23 and set up by Mike Thompson, Ensar Service Tech on 8-24-21.
- Encore Fire & Sprinkle Protection came in on 8-23 and conducted successful quarterly testing and inspection of the building sprinkler system. Panic buttons were also tested at this time while the alarm system was in test mode.
- Continued efforts to facilitate construction of Pickle Ball Courts at WSC by contacting Eversource Real Estate Manager Salvatore Giuliano and his assistant Gillian Carroll, Land Management Administrator with plans for courts and have made several follow up inquiries. I feel that a positive response is coming soon.

OTHER

- Worked with Karen Ripa, Director, Junior Performance Academy to facilitate a wonderful cabaret/concert at WSC on Friday night on 8-6-21. It was well attended and enjoyed by senior center members and families of the performers and raised approximately \$1500 for Masters Manna.
- Assisted Program staff and Custodian throughout the month with set up and technology issues for various programs including movies and other events. Also, picked up books for Book Club from the Library on 8-20-21.

PROGRAM DIRECTOR'S REPORT

August, 2021 22 DAYS

WEEKLY ACTIVITY	PD INSTRUCTOR	VOLUNTEER-LED	SESSIONS	ATTENDED
A Matter of Balance	X		0	0
Arthritis Exercise Class	X		0	0
Bible Discussion Group		X	0	0
Bocce		X	8	61
Bridge (Tuesday & Friday)		X	10	78
Canasta		X	4	12
Cards/Nickel-Nickel		X	2	10
Cribbage	X	X	4	16
Current Events		X	0	0
Digital Photography	X		1	6
Gentle Exercise		X	0	0
Gentle Pilates		X	0	0
Golf League	X		4	129
Hawaiian Dance		X	0	0
Mah Jongg & MJ Lessons	X		9	73
Massage	X		0	0
Paint Party	X		0	0
Pickleball		X	0	0
Ping Pong		X	0	0
Pinochle	X		4	54
Rummikub	X		0	0
Scrabble		X	4	20
Senior Fitnessize		X	0	0
Set Back	X		1	6
Texas Hold'em			5	36
Thursday Evening Dinner			0	0
Wallingford Sound Chorus			0	0
Zumba Gold - Mon and Fri	X		0	0
Art Appreciation		X	5	54
Thursday Evening Cabaret			3	332
Dance Lessons Tuesday		X	4	80
We Got The Beat	X		4	49
Fun with Fitness		X	4	27
Knitters and Crocheters	X		4	27
Quilting		X	5	27
Tai Chi	X		0	0
Tap Dance		X	4	40
Artist Studio		X	4	21
Healthy Moves	X		4	15
Parkinson's Fitness Class			5	61
Strength and Balance Class	X		6	93
Tai Chi for Health		X	5	58
Yoga			6	12
Bingo		X	9	323
Dance Parties Tues/Thurs	X		9	139
Total Fitness	X		13	116

PROGRAM DIRECTOR'S REPORT

August, 2021 22 DAYS

Billiards		X	22	213	
Club 60 Plus Fitness Center		X	22	284	
Body in Motion	X		4	26	
Harmonica Group		X	4	22	
WEEKLY ACTIVITIES TOTALS			202	2,520	
MONTHLY ACTIVITIES	Pd Instructor	Volunteer Led	SESSIONS	ATTENDED	
AARP Driver Safety Program			0	0	
Ask An Attorney	X		0	0	
Ask A Realtor	X		1	0	
Billiards Tournaments			0	0	
Benefits Screening	X		0	0	
Birthday Party			0	0	
Book Club		X	1	7	
Cardiac Support Group		X	0	0	
Financial Q & A		B. Toomey	1	0	
Foot Care Clinic		Dr. Gambardella	1	12	
Free Hearing Services		Miracle Ear	1	0	
Hospitality Committee Mtg		X	0	0	
Let's Do Lunch Bunch			0	0	
Member Advisory Council		X	0	0	
Military Whist Card Party		X	0	0	
Morning Hike		X	1	cancelled	
Movie Matinees			4	71	
Parkinson's Support Group	X		1	8	
Q&A with the WPD		X	1	5	
Red Hat Society			0	0	
Reiki Treatments	X		3	0	
Veterans Coffee House		X	0	0	
Veterans Services			1	0	
Will, Trust and Probate			1	7	
MONTHLY ACTIVITIES TOTALS			14	110	
Special Events					
Documentary Series			1	12	
Pizza Dinner			2	132	
SPECIAL EVENTS TOTALS			3	144	

August 2021
INFORMATION AND ASSISTANCE AND FOLLOW UP STATISTICS
SOCIAL WORKER REPORT

	I & A	FOLLOW UP CALLS	APPOINTMENTS OFFICE/OUTREACH	
1. ABUSE NEGLECT PROBLEMS				
2. ADULT DAY CARE	1			
3. AGENCY ON AGING	2			
4. HOMESHARE				
5. ASSISTED LIVING				
6. BEHAVIORAL HEALTH/SUBS ABUSE/GAMBLING/HOARDING				
7. BENEFITS CHECKUP				
8. CHORE/HOMEMAKER/FRIENDLY VISITOR	1			
9. COMPANION/LIVE-IN				
10. CONGREGATE HOUSING				
11. CONGREGATE MEALS//ENP	3			
12. CONNPACE/CONNMAP				
13. CT HOMECARE PROGRAM				
14. MEMORY LANE	3			
15. ENERGY ASSISTANCE	1			
16. FINANCIAL ASSISTANCE	25		19	
17. FOOD PANTRY/OTHER				
18. FOOD STAMPS	5	3	5	
19. GERIATRIC ASSESSMENT PROG.				
20. HEALTH INSURANCE/DENTAL				
21. HOME REPAIR				
22. HOUSING	9		4	
23. HOME HEALTH				
24. INCOME TAX	1			
25. LEGAL				
26. ADVANCED DIRECTIVES	2		1	
27. CONSERVATORSHIP				
28. POWER OF ATTORNEY	1			
29. LONG TERM CARE OMBUDSMAN				
30. MEALS ON WHEELS				
31. MEDICARE C	3		3	
32. MEDICARE PART D	3		3	
33. MEDICAID				
34. MEDICAL CARE/.DENTAL CARE	5		3	
35. MEDICARE A, B	2			
36. MEDICARE SAVINGS PROGRAM	9	4	5	
37. MEDIGAP				
38. STATEWIDE RESPITE PROGRAM				
39. SKILLED NURSING HOMES				
40. SOCIAL SECURITY	2			
41. STATE SUPPLEMENTAL/SSI				
42. SUPPORT GROUP/RESPITE				
43. TAX/RENT REBATE	5			
44. TRANSPORTATION				
45. VETERAN'S PROGRAM				
46. WEAP				
47. YOUTH & SOCIAL SERVICES				
TOTALS	83	7	43	
TOTAL UNITS	133			

WALLINGFORD SENIOR CENTER
MEMORY LANE REPORT
AUGUST 2021

GENERAL STATISTICS:

Active Participants	14	Days of Service	22
Wallingford	10	Service units actual	127
Out of town	04	Service units budget	231
New	02	Service units if full	330
Discharged	0	Average attendance	5.7
Referrals	08	Budgeted attendance	10.5
Assessments	06	Capacity attendance	15

Regular Meetings:

08/03/21	Meeting w/Eileen Flynn, Social Worker
08/10/21	Meeting w/Eileen Flynn, Social Worker
08/24/21	Meeting w/Eileen Flynn, Social Worker

Other Meetings:

None.

Marketing Meetings:

I continue to be in contact with other facilities to see how their attendance and programs are going.

Qualitative Statement:

This has been a productive month. We have had 8 referrals and 6 assessments. Our attendance is really on the rise which is exciting. Out of the 6 referrals 5 possibly 6 will become members. My attendance is still slow to rise on Tuesdays and Thursdays. I am working on this. I went from 2 on Tuesday to 5 starting on September 14th, so this is encouraging. I am still working with a few other families as well to assess their family members and get them in for a trial day. Our garden has produced some nice vegetables which have been shared with our clients and volunteers. Most of our entertainers and volunteers have returned so things seem to be almost back to normal. We look forward to some cooler weather and some fun programs planned for the coming month. Enjoy these last few weeks of summer.

Warm Regards,

Debbie Markiewicz
Memory Lane Coordinator

Health Office Stats for July and August 2021

In July 2021 there were 72 visits to the health office.

There was a consult with Memory Lane Coordinator D. Markiewicz on 7/21/21

On 7/27/21 The nurse along with K. Anderson and B. Viola met with Bonnie from HHC re: placement of a Higi Station at the senior center.

The Parkinson Support Group had 10 attendees

In August 2021 there were 24 visits to the health office. The nurse was out of the health office for 2 ½ weeks due to a family medical issue as well as participating in vaccine clinics at the Hope Hill Rd site.

The Parkinson Support Group has 8 attendees. The nurse did a presentation on the Mediterranean Diet.