

**Wallingford Committee on Aging
Agenda
January 20, 2023**

Call to order @ 9:00 a.m.

Secretary's Report

- Vote to accept minutes of December 16, 2022 Meeting

Treasurer's Report

- Vote to accept monthly report of revenues and expenditures for December 2022
- Vote to accept the December 2022 Program Account Report

Consent Agenda – Accept the following December 2022 reports as emailed:

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

Staff Reports

- Executive Director
- Program Director

Old Business

- LRP update
- Grant Application Update

New Business

- Building renaming
- Proposed Budget preview

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

Adjournment (10:00 a.m.)

Next WCOA meeting – February 17, 2023

WALLINGFORD COMMITTEE ON AGING

OPERATING ACCOUNT

FISCAL YEAR JULY 1, 2022-JUNE 30, 2023

OPERATING & TRANSPORTATION ACCOUNT	BUDGET SUBMITTED	December 2022 ACTIVITY	TO DATE BALANCE FORWARD	YEAR TO DATE BALANCE	BUDGET UNDER or (OVER)
Checking Account 07/01/2022				\$ 25,600.03	
Checking Account 12/01/2022		\$ 27,105.16			
Receipts Operations					
Town Contribution	\$ 657,568.00	\$ 54,797.00	\$ 273,985.00	\$ 328,782.00	\$ 328,786.00
Memory Lane Income	\$ 60,000.00	\$ 6,215.00	\$ 26,605.00	\$ 32,820.00	\$ 27,180.00
Interest	\$ 20.00		\$ 0.33	\$ 0.33	\$ 19.67
Miscellaneous*	\$ -	\$ 94,768.59	\$ 715.00	\$ 95,483.59	\$ (95,483.59)
Carryover Budgeted	\$ 15,255.00	\$ 1,271.25	\$ 7,627.50	\$ 7,627.50	\$ 7,627.50
Total Receipts-Operations	\$ 732,843.00	\$ 155,780.59	\$ 308,932.83	\$ 464,713.42	\$ 268,129.58
Receipts Transportation					
Town Contribution	\$ 179,344.00	\$ 14,946.00	\$ 74,730.00	\$ 89,676.00	\$ 89,668.00
Bus Income	\$ 3,750.00	\$ 402.00	\$ 1,643.00	\$ 2,045.00	\$ 1,705.00
Carryover Budgeted	\$ 5,085.00	\$ 423.75	\$ 2,542.50	\$ 2,542.50	\$ 2,542.50
Total Receipts-Transportation	\$ 188,179.00	\$ 15,348.00	\$ 78,915.50	\$ 94,263.50	\$ 93,915.50
TOTAL ALL RECEIPTS	\$ 921,022.00	\$ 171,128.59	\$ 387,848.33	\$ 558,976.92	\$ 362,045.08
Disbursements Operations					
Salaries	\$ 504,514.00	\$ 39,329.44	\$ 219,781.40	\$ 259,110.84	\$ 245,403.16
Payroll Taxes	\$ 43,231.00	\$ 3,103.54	\$ 17,064.45	\$ 20,167.99	\$ 23,063.01
Pensions	\$ 25,223.00	\$ 3,897.73	\$ 7,470.33	\$ 11,368.06	\$ 13,854.94
Health Benefits	\$ 91,955.00	\$ 6,183.03	\$ 30,281.19	\$ 36,464.22	\$ 55,490.78
Workers Comp	\$ 3,240.00	\$ 732.00	\$ 879.75	\$ 1,611.75	\$ 1,628.25
Staff Travel	\$ 1,755.00	\$ 25.16	\$ 618.17	\$ 643.33	\$ 1,111.67
Meetings, Seminars, Dues	\$ 3,250.00	\$ 223.01	\$ 406.37	\$ 629.38	\$ 2,620.62
Liability Insurance	\$ 15,804.00	\$ 1,118.00	\$ 7,811.03	\$ 8,929.03	\$ 6,874.97
Telephone	\$ 1,820.00	\$ 169.95	\$ 762.45	\$ 932.40	\$ 887.60
Office Expenses/Supplies	\$ 6,500.00	\$ 363.35	\$ 2,534.35	\$ 2,897.70	\$ 3,602.30
Equipment	\$ 2,200.00	\$ -	\$ 1,660.89	\$ 1,660.89	\$ 539.11
Maintenance/Repair	\$ 3,000.00	\$ 143.00	\$ 1,578.95	\$ 1,721.95	\$ 1,278.05
Facility Expenses & Suppl	\$ 7,900.00	\$ 666.70	\$ 4,674.69	\$ 5,341.39	\$ 2,558.61
Audit	\$ 7,200.00	\$ -	\$ 7,300.00	\$ 7,300.00	\$ (100.00)
Memory Lane Expenses	\$ 8,000.00	\$ 1,022.72	\$ 2,314.00	\$ 3,336.72	\$ 4,663.28
Miscellaneous* Bank Charge		\$ -	\$ 30.00	\$ 30.00	\$ (30.00)
Town Building Lease	\$ 1.00	\$ -	\$ -	\$ -	\$ 1.00
Postage	\$ 250.00	\$ -	\$ 11.00	\$ 11.00	\$ 239.00
Printing	\$ 1,500.00	\$ 13.12	\$ 11.88	\$ 25.00	\$ 1,475.00
Prof Services	\$ 4,700.00	\$ 716.39	\$ 2,233.52	\$ 2,949.91	\$ 1,750.09
Continuing Ed & Training	\$ 800.00	\$ -	\$ -	\$ -	\$ 800.00
Disbursements Operations	\$ 732,843.00	\$ 57,707.14	\$ 307,424.42	\$ 365,131.56	\$ 367,711.44

WALLINGFORD COMMITTEE ON AGING

OPERATING ACCOUNT

FY JULY 1, 2022-JUNE 30, 2023

OPERATING & TRANSPORTATION ACCOUNT	ANNUAL BUDGET	December 2022 ACTIVITY	TO DATE BALANCE FORWARD	YEAR TO DATE BALANCE	BUDGET UNDER or (OVER)
Disbursements-Transportation					
Salaries-Drivers	\$ 123,876.00	\$ 9,232.17	\$ 52,437.79	\$ 61,669.96	\$ 62,206.04
Payroll Taxes	\$ 10,907.00	\$ 828.47	\$ 4,539.33	\$ 5,367.80	\$ 5,539.20
Pensions	\$ 6,194.00	\$ -	\$ -	\$ -	\$ 6,194.00
Health Benefits	\$ 14,248.00	\$ 254.00	\$ 646.50	\$ 900.50	\$ 13,347.50
Workers Compensation	\$ 10,457.00	\$ 2,196.00	\$ 2,639.25	\$ 4,835.25	\$ 5,621.75
Maintenance	\$ 6,000.00	\$ 186.27	\$ 1,362.08	\$ 1,548.35	\$ 4,451.65
Fuel	\$ 13,780.00	\$ 494.40	\$ 4,625.83	\$ 5,120.23	\$ 8,659.77
Insurance	\$ 2,716.00	\$ -	\$ 2,498.00	\$ 2,498.00	\$ 218.00
Bus Lease	\$ 1.00	\$ -	\$ -	\$ -	\$ 1.00
Disbursements-Transportation	\$ 188,179.00	\$ 13,191.31	\$ 68,748.78	\$ 81,940.09	\$ 106,238.91
TOTAL DISBURSEMENTS	\$ 921,022.00	\$ 70,898.45	\$ 376,173.20	\$ 447,071.65	\$ 473,950.35
Checking Account 12/31/2022		\$ 127,335.30		\$ 137,505.30	
				\$ 10,170.00	Sheet 1 E13 + E 19
				\$ 127,335.30	
*Miscellaneous 1st 2360.00 Credit back from Workers Comp					
2nd 92408.59 IRS Refund for 2022					
Checkbook Balance 6/30/2021	\$115,520.89				
Allocated to 2020/21 budget	\$110,320.00				
Unallocated remainder for 2021/202	\$5,200.89				

**WALLINGFORD SENIOR CENTER
EXECUTIVE DIRECTOR'S REPORT
DECEMBER 2022**

GENERAL STATISTICS

Days of Service: 20	Memory Lane Units: 137
Recorded Attendance: 2,967	Health Service Units:
Transportation Units: 732	New Members Added: 18
Community Café Meals: 174	Members Archived: 15
Social Service Units: 180	Total Registered Members: 3908

EXECUTIVE DIRECTOR APPOINTMENTS

MONTHLY MEETINGS

	Member Advisory Council (Suspended-UFN)
12-16-22	Wallingford Committee on Aging (on vacation, did not attend)
12-27-22	Staff Meeting

SPECIAL MEETINGS

12-5-22 thru 12-09-22	Executive Director out sick
12-12-22	Karen Anderson, Program Director, Re: review events during absence and plan for upcoming vacation
12-13-22	Carmella DiCesare, Business Office Manager, Re: review past and upcoming issues
12-14-22 thru 12-22-22	Executive Director on vacation
12-22-22	Karen Anderson and Carmela DiCesare, Re: review events during absence and status of staff illnesses
12-23-22	Dave Petro, Transportation Coordinator, Re: review status of transportation personnel
12-28-22	George Duffy, WCOA Board, Re: willing to serve in Treasurer position
12-28-22	Karen Anderson & Susan Tarantino, Lake View Assistant, Re: Mary Glynn out sick, plan logistics for New Years at Noon breakfast preparation and serving
12-29-22	David Hartzell, Technician, Stanley Access Technology, Re: problem with front door

EXECUTIVE DIRECTOR NARRATIVE REPORT FOR DECEMBER 2022

PERSONNEL & BUDGET

- Executive Director out sick (Covid) 12-5-22 through 12-9-22, returned to work on 12-12-22. A good number of our WSC staff were out at various times during December due to illnesses including Covid, Flu and other respiratory ailments.
- Executive Director away on vacation from 12-14-22 through 12-21-22, returned to work 12-22-22.
- Center closed Monday 12-26-22 in observation of the Christmas Day holiday and closed at 1:00 PM on Friday 12-23-22 and Friday 12-30-22 for holiday weekends.
- Received revised Long-Range Plan Draft from LRP Consultant Emily Melnick on 12-19-22 and planned to meet with Program staff after the holidays in early January to make further revisions and hopefully create a "close to" final draft from there.
- Awaiting news on ARPA application for \$25,000 in grant funding for additional mental health services for senior including a grief support group, a Covid support group and individual counseling by a licensed therapist. Agency on Aging grant for these services is now approved and we are working with the Therapist to begin planning and scheduling these services for March 2023.
- Staff Holiday Party scheduled for 12-8-22, cancelled and rescheduled for 1-26-23 due to Executive Director and other staff illnesses.
- Executive Director unable to attend Town Department Head meeting at Town hall, with local State Legislators on 12-9-22 due to illness.
- Purchased pizza and grinders for staff for week between Christmas and New Years due to Lake View Café being closed for lunch (normal practice) during that week.

FACILITY & EQUIPMENT

- Reliable Refrigeration in to service walk in refrigerator in kitchen, 12-16-22 and 12-20-22 and unfortunately were unable to properly repair the unit resulting in approximately \$565 worth of food spoiled. They returned on 12-22-22 and were able to successfully repair the unit but may need to return with additional parts in the future.
- Problems with outer front automatic door getting stuck open, David Hartzell, Technician, Stanley Access Technology out to repair on 12-28-22.
- Conferred with Public Works Director Rob Baltramaitus regarding heating issues and Lounge fireplace repair who assured me they are working on it. Continued to jockey portable heaters to keep staff warm and maintain safe temperatures in Lounge area above ceiling.
- Called by Rapid Response Alarm Monitoring on Friday 12-30-22 at 7:30 PM due to numerous cold temperature alarms from the Health Offices zone monitor above the ceiling, came to facility at 8 PM and opened doors and moved heaters to insure temperatures kept at safe levels, no further issues.

OTHER

- Worked with Program staff and volunteers 12-1 & 12-2-22, to put up Christmas trees, lights, wreaths, etc. and decorate the facility for the holidays.
- Worked with Karen Anderson, Program Coordinator Erin Ambler and Sue Tarantino, Lake View Assistant to decorate, plan for and cook and serve breakfast for 115 people at the New Years at Noon party held on 12-30-22. Also assisted with clean up and reset of the building.

PROGRAM DIRECTOR'S REPORT

December, 2022 21 DAYS

WEEKLY ACTIVITY	PD INSTRUCTOR	VOLUNTEER-LED	SESSIONS	ATTENDED
A Matter of Balance	X		0	0
Art Appreciation		X	2	29
Arthritis Exercise Class	X		0	0
Artist Studio		X	4	8
Ballroom Dance Lessons	X		4	45
Basic Social Dance Tues/Thur	X		9	107
Bible Discussion Group		X	5	31
Billiards		X	21	119
Bingo		X	9	202
Bocce		X	0	0
Body in Motion	X		4	33
Bridge (Tuesday & Friday)		X	6	28
Canasta		X	3	13
Cards		X	21	101
Club 60 Plus Fitness Center		X	21	421
Corn Hole		X	3	20
Craft Corner		X	4	18
Cribbage	X	X	4	23
Current Events		X	0	0
Digital Photography	X		0	0
Fun with Fitness		X	0	0
Gentle Exercise		X	0	0
Gentle Pilates		X	0	0
Golf League	X		0	0
Harmonica Group		X	3	8
Healthy Moves	X		4	15
Knitters and Crocheters	X		3	17
Mah Jongg & MJ Lessons	X		9	68
My Pace	X		0	0
Nickel-Nickel			3	19
Paint Party	X		0	0
Parkinson's Fitness Class			9	54
Pickleball		X	0	0
Ping Pong		X	0	0
Pinochle	X		3	34
Quilting		X	4	25
Rummikub	X		0	0
Scrabble		X	3	14
Senior Fitnessize		X	0	0
Set Back	X		4	38
SilverSneaker Classes	X		9	59
Singing For fun		X	2	30
Strength and Balance Class	X		4	32
Tai Chi	X		4	34
Tai Chi for Health		X	0	0
Tap Dance		X	2	13

PROGRAM DIRECTOR'S REPORT

December, 2022 21 DAYS

Texas Hold'em			3	27
Thursday Evening Cabaret			0	0
Thursday Evening Dinner			0	0
Total Fitness	X		17	126
Wallingford Sound Chorus			0	0
We got The Beat Drum	X		3	18
Wii Bowling			1	1
Yoga			4	17
Zumba Gold - Mon and Fri	X		0	0
Zoom Classes	X		9	76
WEEKLY ACTIVITIES TOTALS			223	1,923
MONTHLY ACTIVITIES	Pd Instructor	Volunteer Led	SESSIONS	ATTENDED
AARP Driver Safety Program			1	cancelled
Ask A Realtor	X		1	1
Ask An Attorney	X		1	0
Benefits Screening	X		0	0
Billiards Tournaments			0	0
Birthday Party			1	11
Book Club		X	1	8
Cardiac Support Group		X	0	0
Financial Q & A		B. Toomey	1	0
Foot Care Clinic		Dr. Gambardella	1	10
Free Hearing Services		Home Hearing	2	10
Hospitality Committee Mtg		X	1	14
Let's Do Lunch Bunch			0	0
Member Advisory Council		X	0	0
Military Whist Card Party		X	1	40
Morning Hike		X	1	3
Movie Matinees			2	26
Parkinson's Support Group	X		1	6
Q&A with the WPD		X	1	15
Red Hat Society Holiday Par.			1	13
Reiki Treatments	X		3	1
Veterans Holiday Party		X	0	0
Veterans Services			1	0
Will, Trust and Probate			0	0
MONTHLY ACTIVITIES TOTALS			23	270
Groups and Workshops				
A.G.E. Workshop		X	1	10
Artful Endeavors		X	0	0
Balance Workshops			0	0
Candle Making		X	0	0
Genealogy Workshop		X	0	0
Guided Meditation		X	2	15

PROGRAM DIRECTOR'S REPORT

December, 2022 21 DAYS

iPad Users' Group		X	1	4
Paint Party		X	0	0
Reiki Certification Class		X	0	0
Scarves to Dye For		X	0	0
T.A.B.s		X	1	3
Jam Band		X	2	12
GROUPS & WKSHOPS TOTALS			7	44
Special Events				
Tree Decorating	Dec. 2		1	6
Holiday Party w/Cheshire	Dec. 9		1	82
Hamukkah Party	Dec. 19		1	27
Holiday Party	Dec. 22		1	125
Noon Year Eve Party	Dec. 30		1	115
Home Safety & Security	Dec. 21		1	12
String Concert	Dec. 29		1	65
ABC of CBD	Dec. 15		1	20
Bingo Christmas Party	Dec. 15		1	29
Veteran's Holiday Party	Dec. 14		1	50
ShopRite Sugar 101	Dec. 13		1	23
Health Education			4	145
Nashville Country Christmas	Dec. 14		1	103
Beaurevement Group			3	9
Dr. Wade Exercise Class			3	8
SPECIAL EVENTS TOTALS		Total	22	819
TRAVEL PROGRAM				
TRIP	TRAVEL COMPANY	DATES		ATTENDED
Thomaston Opera House	Friendship Tours	Dec. 11		48
Caribbean Cruise	Friendship Tours	Dec. 31		2
America's Music Cities	Collette	Dec. 4		5
TRAVEL PROGRAM TOTAL				55
MEETINGS ATTENDED BY PROGRAM DIRECTOR				
Hospitality Committee	Dec. 1		1	13
WCOA	Dec. 16		1	
Staff Meeting	Dec. 28		1	
OBOW	Dec. 1			

December Notes:

November Tivity Health - Silver Sneakers - approx. 871 swipes, check \$1674.

November Renew Active approx 350 swipes, check \$684.00

6 Holiday Parties were celebrated during December.

Lyman Hall Chorus participated in our Holiday Party.

Knitters and Crocheters annual donations of 3,021 for the year 2022

Donations accepted during December for Toys for Tots and Holiday for Giving

Social Service Monthly Report

Joann Hummel Social Service Coordinator

Month: December 2022

Completed 180 units in December. The month began with a whining down of the Medicare enrollment period which ended Dec 7th. There were several last-minute applications requested before the enrollment period ended.

Much of the month was dedicated to help members complete their re-newel applications for Medicare Savings Plan and SNAP. The applications are very confusing and overwhelming for individuals to complete on their own. They feel more secure to bring their paperwork in for me to review so we can tend to the process together, and ensure that all the details are completed.

Grief Counseling was offered during the month for 3 of our members who were having a difficult time managing their emotions during the holiday season. They were not comfortable in attending the support groups.

New Opportunities continue to meet at the Wallingford Senior Center on Wednesday for a full day of meeting Wallingford residents to complete their fuel assistance application.

Support groups for Bereavement and Holiday Blues ended this month with praise from the participants.

I was in contact with the following resources in hopes to better serve the community: 211, Wallingford Youth and Social Services, Agency on Aging, DSS, Compassionate Care at Home, New Opportunities, and Master Mania.

12/7,12/14,12/21	New Opportunities energy assistance application
12/6/2022	Last Bereavement support group facilitated by Melinda Bottone from Masonic
12/8/2022	Holiday Blues support meeting facilitated by Seina Vincencio MSW from Youth and Social Services
12/16/2022	Kristi Lomardi from Compassionate Care at Home came to discuss their service available and approved provider for Adult Family Living (ADL). They will be presenting ADL in Feb 2023 to our members.
12/15/2022	Siena Vincencio MSW for Youth and Social Services
12/20/2022	Master's Manna contacted to set up appt for a member and explained their services

Month/Year: December 2022
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				
3. AGENCY ON AGING				
4. HOMESHARE				
5. ASSISTED LIVING	2	2	1	
6. BEHAVIORAL HEALTH/SUBS ABUSE/GAMBLING/HOARDING	6	1	5	
7. BENEFITS CHECKUP	4		4	
8. CHORE/HOMEMAKER/FRIENDLY VISITOR	1	1		
9. COMPANION/LIVE-IN				
10. CONGREGATE HOUSING				
11. CONGREGATE MEALS//ENP				
12. CONNPACE/CONNMAP				
13. CT HOMECARE PROGRAM	4	4	2	
14. MEMORY LANE				
15. ENERGY ASSISTANCE	7	7		
16. FINANCIAL ASSISTANCE	1		1	
17. FOOD PANTRY/OTHER	3	3	2	
18. SNAP	4	2	4	
19. GERIATRIC ASSESSMENT PROG.				
20. HEALTH INSURANCE/DENTAL	11	1	11	
21. HOME REPAIR	1		1	
22. HOUSING	4	4		
23. HOME HEALTH	2	2		
24. INCOME TAX				
25. LEGAL	1	1		
26. ADVANCED DIRECTIVES				
27. CONSERVATORSHIP				
28. POWER OF ATTORNEY	1	1		
29. LONG TERM CARE OMBUDSMAN				
30. MEALS ON WHEELS				
31. MEDICARE C	1		1	
32. MEDICARE PART D	5		5	
33. MEDICAID	3		2	
34. MEDICAL CARE/DENTAL CARE	2		2	
35. MEDICARE A, B				
36. MEDICARE SAVINGS PROGRAM	9	5	9	
37. MEDIGAP	2		2	
38. STATEWIDE RESPITE PROGRAM				
39. SKILLED NURSING HOMES	2		2	
40. SOCIAL SECURITY	2		2	
41. STATE SUPPLEMENTAL/SSI				
42. SUPPORT GROUP/RESPITE	1		1	
43. TAX/RENT REBATE				
44. TRANSPORTATION	2		2	
45. VETERAN'S PROGRAM				
46. WEAP				
47. YOUTH & SOCIAL SERVICES	1		1	
48. MAIL INTEGRETU/SCAMS	1		1	
Total Units	85	34	61	Total180

WALLINGFORD SENIOR CENTER
MEMORY LANE REPORT
DECEMBER 2022

GENERAL STATISTICS:

Active Participants	18	Days of Service	21
Wallingford	13	Service units actual	137
Out of town	06	Service units' budget	220.5
New	00	Service units if full	315
Discharged	00	Average attendance	6.5
Referrals	04	Budgeted attendance	10.5
Assessments	00	Capacity attendance	15

Regular Meetings:

None

Other Meetings:

None

Marketing Meetings:

12/06/22 Meriden Senior Ctr. (M-Team) Karen Kennedy
12/07/22 The Landing (Debbie Markiewicz & Karen Kennedy)
12/21/22 The Linden at Woodbridge. (New Haven Area Network)
(John Ardolino)

Qualitative Statement:

This month of December has been a busy month. We participated in the Christmas luncheon where the Lyman Hall Students sang. We participated in the Hanukkah Party with the students from our local temple. We also enjoyed the New Year's party with the Senior Center. Two of our members moved on to Assisted Living Facilities. We had a farewell party for them. We had our own Christmas Party with gift exchange. We went caroling through the building . We did some Christmas crafts and had some great sing a longs with our entertainers. We enjoyed our pet visits who were dressed for the holidays as well.

Many of our folks were sick during this month. A few had Covid as did some staff. Our numbers were down due to the illness or fear of the illness.

We wish you a happy, healthy new year!

Warm Regards,

Debbie Markiewicz,
Memory Lane Coordinator