

**Minutes - Draft**

**Present:**

Ethel Mantzaris, Chair (Youth Services Advisory Committee)  
Will Bigl (Commission on Aging)  
Victoria Nimirowski (WAIM)  
Marie Hakmiller (Member at Large)

**Absent:**

Lorraine Kenowski (Member at Large)  
Ron Baker (Member at Large)

**Staff:**

Pat Schneider (Director of Human Services)  
Dorothy Del Valle (Human Services Administrative Services Specialist)

- I. The chair called the meeting to order at 3:35 pm.
- II. The minutes from January 29, 2020 meeting were approved as written.
- III. Department Update (Pat Schneider):
  - a. COVID 19 update:
    - i. Pat discussed the various programs the department has been doing to support the residences during this pandemic.
      1. This includes the following:
        - a. Connecting residents to basic needs such as case management, unemployment benefits, food, rental assistance, childcare, wellness checks via phone calls, and transportation.
        - b. Working with families as well as area daycare centers to ensure funding and PPE.
        - c. Connecting families and seniors with activity kits.
        - d. The town has expanded Wifi access to municipal parking lots for residents. The Senior Center is one of these locations.
  - b. Staffing update:
    - i. Staff changes - New Town of Manager started at the end of November. There is also a new Director of Finance and the Director of Parks & Recreation has retired. Currently, there is an Acting Director of Parks & Recs. at this time.

- ii. The Senior Center reorganized and created an full-time outreach/transportation position with the new staff member beginning at the end of January 2021.
- c. Program update:
  - i. The department has been awarded a Farms to Families grant and the Town has been awarded a CDBG grant specifically designed to assist with rental, childcare and food for those residents who have been directly impacted by COVID-19. Pat will provide more details once she has them.
  - ii. Senior Center has modified many programs during the past nine months. Some of these include: online programs, home deliveries for lunch meals for those who meet the program guidelines, medical transportation, drive-through programs for celebrations such as birthdays, 4<sup>th</sup> of July, Veterans Days, Thanksgiving.
  - iii. Foodshare, TEFAP, and the food pantry has seen an increase in usage and in some cases the numbers have doubled. In addition, for the month of November there were over 140 turkeys and chickens distributed for Thanksgiving.
  - iv. Youth Services is back in the schools seeing students following the school guidelines. Other staff members are in the office with staggered schedules to minimize contact and to prevent an outbreak among staff if anyone gets the virus.
- ci. Budget update:
  - i. Pat will be discussing the agency grants with both the New Town Manager and the Director of Finance as changes were recommended by the Town Council during the pass budget discussions. Pat will be providing updates to the board when she has more information.
  - ii. Committee discussed if the Community Center would be closed. Pat stated she did not know as there were talks at the Town Council meetings around the current state of the Community Center's budget.

#### IV. Old Business

- a. Membership:
  - i. Committee discussed member recruitment.

#### V. New Business

- a. Committee approved future meeting dates with the time of 3:30 pm – 4:30 pm.
  - i. Dates –
    - April 28, 2021
    - June 30, 2021
    - September 29, 2021
    - December 8, 2021
    - January 26, 2022

VI. No Public Comment

VII. Meeting Adjournment: 4:06 pm

Next Meeting January 27, 2020 3:30 pm – 4:30 pm