



City of Madison

City of Madison
Madison, WI 53703
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Meeting Minutes - Draft COMMITTEE ON AGING

Wednesday, June 27, 2018

2:30 PM

Madison Senior Center
330 W. Mifflin St.

CALL TO ORDER / ROLL CALL

Staff: Beatty, O'Keefe, Hunt

Guests: Osher, Hendrickson

Present: 9 - Michael E. Verveer; Barbara Harrington-McKinney; Edna Canfield; Donna C. Bryant; Daryl K. Sherman; Felicitus Ferington; Faisal A. Kaud; Mary Jo A. Rimkus and Alnisa T. Allgood

Absent: 3 - Kathleen A. Poi; Kathleen Whitt and Blinda H. Beason

APPROVAL OF MINUTES

Unanimously approved on the motion of Allgood and Rimkus.

PUBLIC COMMENT

None

DISCLOSURES AND RECUSALS

None

REPORTS

6. [52181](#) Update on the 2019 Community Development Division Budget Preparations, Jim O'Keefe

O'Keefe reviewed the Mayor's budget directions for 2019, which is no more than 2018. Senior Center can expect a copier in 2018 or 2019. He reviewed the affordable housing projects that are coming online: Tree Lane (54 units), Normandy Square (54 units), Union Corners (60 units for grand families) and an expansion at Oak Park Place. An RFP process for Senior Services will be held in 2020 for 2021 funding. This will allow for the Coalition merger and the new Senior Center Director hire to be completed. The employment center in the old Griffs is out for its 3RD bid to be awarded in September/October 2018.

O'Keefe indicated that the hiring process is underway with revisions of the Director's position description and other documents. The position is expected to be announced in August. HR will orchestrate a paper screen, a review of questionnaire responses, a panel interview and a final interview. The Mayor and/or the Department Director may wish to meet the candidate prior to an offer, which could be in early November. This timeline will avoid the holidays, provide for the candidate's notice to their current employer and correspond to

the scheduled departure of Beatty in early January.

1. [43424](#)

Madison Senior Coalitions Report

A written City Consolidation Project report is planned for each month to stakeholders; the June issue was distributed. The report included information on:

- Board member recruitment,
- Marketing plans for the new entity,
- Policy and procedures developed for programs operation,
- HR administration, salaries and benefits in process, and
- Combined 2019 operating budget development

Hendrickson believes that transparency and increased communication may decrease fears and frustration with the processes of the merge. She readily admits that for some questions there are no quick or easy answers, and she requests that stakeholders remain flexible, patient and understanding.

2. [48103](#)

Community Services Committee, Donna Bryant

Bryant highlighted the Community Engagement Funds and the Emerging Opportunities Projects (EOP) discussion at their meeting. She praised the quality of the projects, but indicated that EOP funds were only \$170,000 and not intended to be continued after an initial “jumpstart.”

3. [51726](#)

Madison Senior Center Foundation, Edna Canfield

No meeting.

4. [52179](#)

Staff Report, Christine Beatty

- Discuss Available Reports
- Update on Director Hiring Process
- Conversation about Program and Activities Coordination
- Volunteer and Program Activities, Laura Hunt

Beatty reminded members that two emails had been sent prior to the meeting. One was an update on budget initiatives in Washington, D.C. The other was seeking feedback on the Mayor’s Neighborhood Conference. She distributed April and May monthly reports and responded to questions.

Beatty indicated that program staff from the Coalitions are meeting with her and Laura Hunt to discuss ways that program offerings throughout Madison might be better coordinated and implemented. Laura identified available programs and volunteer opportunities.

ACTION ITEMS

5. [52180](#)

Accept Accreditation Recommended Actions for Community Connections AND Facilities and Operations

Attachments: [Action Plan Community Connections 2018.doc](#)
[Action Plan Facility and Operations 1.doc](#)

Both Accreditation documents containing Goals, Objectives and Recommended Actions were unanimously approved with minor corrections on

the motion of Fay Ferington and Mike Verveer.

ADJOURNMENT

Being no more business, the meeting was adjourned at 4:15 pm on the motion of Allgood and Verveer. Next meeting will be on July 25.