

**Wallingford Committee on Aging
Agenda
July 19, 2024**

Call to order @ 9:00 a.m.

Secretary's Report

- Vote to accept minutes of June 21, 2024 Meeting

Treasurer's Report

- Vote to accept monthly report of revenues and expenditures for June 2024
- Vote to accept the June 2024 Program Account Report

Consent Agenda – Accept the following June 2024 reports as emailed:

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

Staff Reports

- Executive Director
- Program Director

Old Business

- Grants Review
- Annual Audit Schedule and Related Party Questionnaire

New Business

- Long Range Planning Committee

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

Adjournment (10:00 a.m.)

Next WCOA meeting – September 20, 2024 *(no WCOA meeting in August)

RECEIVED FOR RECORD

AT 4:35 PM AND RECEIVED BY
Kristen Pango (16) TOWN CLERK

7/11/24

WALLINGFORD COMMITTEE ON AGING

OPERATING ACCOUNT

FY JULY 1, 2023-JUNE 30, 2024

OPERATING & TRANSPORTATION ACCOUNT	ANNUAL BUDGET	JUNE 2024 ACTIVITY	TO DATE BALANCE FORWARD	YEAR TO DATE BALANCE	BUDGET UNDER or (OVER)
Disbursements-Transportation					
Salaries-Drivers	\$ 132,756.00	\$ 10,732.13	\$ 122,333.33	\$ 133,065.46	\$ (309.46)
Payroll Taxes	\$ 11,586.00	\$ 862.85	\$ 9,743.67	\$ 10,606.52	\$ 979.48
Pensions	\$ 6,638.00	\$ -	\$ -	\$ -	\$ 6,638.00
Health Benefits	\$ 14,515.00		\$ 1,607.03	\$ 1,607.03	\$ 12,907.97
Workers Compensation	\$ 9,631.00		\$ 13,974.35	\$ 13,974.35	\$ (4,343.35)
Maintenance	\$ 6,000.00	\$ 4,987.10	\$ 7,305.27	\$ 12,292.37	\$ (6,292.37)
Fuel	\$ 15,090.00	\$ 1,341.22	\$ 12,530.21	\$ 13,871.43	\$ 1,218.57
Insurance	\$ 2,623.00	\$ -	\$ 2,631.00	\$ 2,631.00	\$ (8.00)
Bus Lease	\$ 1.00	\$ -	\$ 1.00	\$ 1.00	\$ -
Disbursements-Transportal	\$ 198,840.00	\$ 17,923.30	\$ 170,125.86	\$ 188,049.16	\$ 10,790.84
TOTAL DISBURSEMENTS	\$ 973,454.00	\$ 83,794.13	\$ 898,549.82	\$ 982,343.95	\$ (8,407.32)
Checking Account 06/30/2024				\$ 104,099.05	
				\$ 97,608.96	Sheet 1 E13 + E 19
				\$ (6,490.09)	
Miscellaneous 7/31/23	\$ 2,170.00	Agency on Aging		Misc 2/1/2024	800.00
Miscellaneous 8/22/23	\$ 1,970.00	Agency on Aging		Misc March 2024	1000.00
Miscellaneous 9/23/2023	\$ 2,620.00	gency on Aging		Misc April 2024	600.00
Miscellaneous 11/30/23	2557.00	Workes Comp Premium Return			
Miscellaneous 11/6/2023	2690.00	Agency on Aging			
Miscellaneous Dec 2024-Jan 202	1800.00	Agency on Aging			
Checkbook Balance 6/30/2023	\$100,660.27				
Allocated to 2022/23 budget	\$97,668.62				
Unallocated remainder	\$2,991.65				

WALLINGFORD COMMITTEE ON AGING

OPERATING ACCOUNT

FY JULY 1, 2023-JUNE 30, 2024

OPERATING & TRANSPORTATION ACCOUNT	ANNUAL BUDGET	JUNE 2024 ACTIVITY	TO DATE BALANCE FORWARD	YEAR TO DATE BALANCE	BUDGET UNDER or (OVER)
Disbursements-Transportation					
Salaries-Drivers	\$ 132,756.00	\$ 10,732.13	\$ 122,333.33	\$ 133,065.46	\$ (309.46)
Payroll Taxes	\$ 11,586.00	\$ 862.85	\$ 9,743.67	\$ 10,606.52	\$ 979.48
Pensions	\$ 6,638.00	\$ -	\$ -	\$ -	\$ 6,638.00
Health Benefits	\$ 14,515.00		\$ 1,607.03	\$ 1,607.03	\$ 12,907.97
Workers Compensation	\$ 9,631.00		\$ 13,974.35	\$ 13,974.35	\$ (4,343.35)
Maintenance	\$ 6,000.00	\$ 4,987.10	\$ 7,305.27	\$ 12,292.37	\$ (6,292.37)
Fuel	\$ 15,090.00	\$ 1,341.22	\$ 12,530.21	\$ 13,871.43	\$ 1,218.57
Insurance	\$ 2,623.00	\$ -	\$ 2,631.00	\$ 2,631.00	\$ (8.00)
Bus Lease	\$ 1.00	\$ -	\$ 1.00	\$ 1.00	\$ -
Disbursements-Transportat	\$ 198,840.00	\$ 17,923.30	\$ 170,125.86	\$ 188,049.16	\$ 10,790.84
TOTAL DISBURSEMENTS	\$ 973,454.00	\$ 83,794.13	\$ 898,549.82	\$ 982,343.95	\$ (8,407.32)
Checking Account 06/30/2024				\$ 104,099.05	
				\$ 97,608.96	Sheet 1 E13 + E 19
				\$ (6,490.09)	
Miscellaneous 7/31/23	\$ 2,170.00	Agency on Aging		Misc 2/1/2024	800.00
Miscellaneous 8/22/23	\$ 1,970.00	Agency on Aging		Misc March 2024	1000.00
Miscellaneous 9/23/2023	\$ 2,620.00	gency on Aging		Misc April 2024	600.00
Miscellaneous 11/30/23	2557.00	Workes Comp Premium Return			
Miscellaneous 11/6/2023	2690.00	Agency on Aging			
Miscellaneous Dec 2024-Jan 202	1800.00	Agency on Aging			
Checkbook Balance 6/30/2023	\$100,660.27				
Allocated to 2022/23 budget	\$97,668.62				
Unallocated remainder	\$2,991.65				

WALLINGFORD SENIOR CENTER EXECUTIVE DIRECTOR'S REPORT JUNE 2024

GENERAL STATISTICS

Days of Service: 20	Memory Lane Units: 164
Recorded Attendance: 3,919	Health Service Units:
Transportation Units: 724	New Members Added: 17
Community Café Meals: 166	Members Archived: 15
Social Service Units: 184	Total Registered Members: 3865

EXECUTIVE DIRECTOR APPOINTMENTS

MONTHLY MEETINGS

06-21-24	Wallingford Committee on Aging
06-25-24	Staff Meeting

SPECIAL MEETINGS

06-05-24	George Duffy, Treasurer, Re: plan for banking visits and moving of funds
06-06-24	Karen Anderson and Erin Ambler, Re: plan for set up of Fine Arts, Flowers & Verse show
06-10-24	Susan White, Re: interview for Program Coordinator position
06-10-24	Jorge Farfan, Account Manager, TD Bank, with Jane Fisher and George Duffy Re: add Jane as a signee for WCOA accounts
06-10-24	Evelyn Zapata, Account Manager, Key Bank, with Jane Fisher and George Duffy Re: add Jane as a signee for WCOA accounts
06-10-24	Ron Graziani, Re: obtain signatures for bank forms
06-12-24	Elizabeth Fengler, Re: interview for Program Coordinator position
06-12-24	Pina Gdovin, Re: interview for Program Coordinator position
06-13-24	Mike Mancino, Electrician and Tim Keough, Owner, Image 360, Re: plan for electrical connection for new WSC sign
06-13-24	Beserta Zogiani, Manager, Webster Bank, with Jane Fisher and George Duffy Re: open new WCOA Development account to minimize FDIC exposure
06-14-24	Alyson Pasquariello, Re: interview for Program Coordinator position
06-17-24	Joe Perkins, Technician, Southern N. E. Fire Protection, Re: test WSC fire extinguishers
06-18-24	State Senator Paul Ciccarelli & Mayor Cervoni, Re: present state citation to Karen Anderson and give a legislative update plus a Q & A session for members
06-18-24	Alyson Pasquariello, with Erin Ambler, Re: 2 nd interview for Program Coordinator position
06-19-24	Karen Anderson and Erin Ambler, Re: plan for set up of "Eagles Experience" concert
06-21-24	Ralph Rubino, Crystal Clean, Re: cleaning great room chairs and Activity room carpet
06-24-24	Beserta Zogiani, Manager, Webster Bank, Re: sign additional paperwork
06-24-24	George Messier, Veterans Officer TOW, Re: Veterans award program at WSC
06-26-24	Attended Staff Appreciation Dinner at Millpond Gatherings restaurant

EXECUTIVE DIRECTOR NARRATIVE REPORT FOR JUNE 2024

PERSONNEL & BUDGET

- Executive Director on vacation for Monday 6-3-24.
- Conducted 5 in person interviews for the Program Coordinator position with Carmela DiCesare, Karen Anderson and Erin Ambler. After a second interview, Alyson Pasquariello was offered the position and accepted. Criminal background check and references checked with good results. All hiring paperwork completed and set up in payroll and she will begin working on 7-15-24.
- Revised FY 24-25 Budget to reflect the \$32,000 reduction by Mayor Cervoni and distributed to Office Manager Carmela DiCesare and the WCOA. Also provided Carmela with staff wage increases to be implemented on 7-1-24.
- Continued working with Senior Account Representative Daniel Anderson and Account Manager Chris Bartosic, from on Acrisure Northeast (formerly HD Segur) to obtain competitive quotes on all WCOA insurance policies. They were unable to obtain any good quotes due to the unresolved Esposito lawsuit and we were therefore forced to renew with Philadelphia Insurance at 20% more.
- Accompanied new WCOA President Jane Fisher and Treasurer George Duffy on 6-10-24 to both TD Bank and KeyBank to authorize Jane's access and check signing ability to the various Program, Operating and Development accounts. I also obtained signatures from Former Treasurer Ron Graziani, who remains an authorized signer and delivered them to the banks the following day. On Thursday 6-13, we visited Webster Bank for the second time after submitting required paperwork and making an appointment to open an additional Development Account to better disperse our funds for protection under FDIC limits as previously recommended by our auditor, Tom Roy, CPA.
- Facilitated a Staff Appreciation Dinner at Millpond Gatherings restaurant including members of the WCOA board and including small appreciation gifts for the staff on 6-26-24.

FACILITY & EQUIPMENT

- Facilitated a meeting with myself, Electrician Mike Mancino and Tim Keough, the owner Image 360, to plan for electrical connection for new WSC sign on 6-13-24.
- Southern New England Fire Protection in to conduct required annual inspection of all WSC building and vehicle fire extinguishers on 6-17-24.
- On 6-21-24, Crystal Clean LLC, came in to conduct cleaning and sanitizing of all the upholstered great room chairs and also spot clean the Activity room carpet.

OTHER

- Assisted program staff and custodian with set up for the "Fine Arts, Flowers and Verse" Show on Friday 6-7 and Saturday 6-8-24. Also returned on Saturday to assist in restoring the building to normal set up.
- Assisted LVC staff by purchasing, delivering and stocking cases of soda and water 6-11-24.
- Accompanied by Erin Ambler and Diane Oliveto on 6-10-24, we gave our custodian, Rosalie, who had recently lost her husband, envelopes containing the sympathy cards plus cash and gift card donations of over \$5,000 collected from the staff and members of the senior center for the family.
- Assisted the Pro Shred driver, WSC staff and volunteers with unloading documents from cars for the "Shredding event" held in the parking lot from 8 to 9 AM on 6-14-24.
- State Senator Paul Ciccarelli & Mayor Cervoni, came to WSC on 6-18-24 to present a state citation to Karen Anderson honoring her 11 years of great service to the older adults of Wallingford and Senator Ciccarelli also stayed to give a legislative update and take Q & A from our members.
- Assisted program staff with set up for the "Eagles Experience" concert on 6-20-24 including running out to purchase dinner for the band and their crew on 6-20-24.
- Per the request of CT Lt. Governor Bysiewicz through Town Veterans Officer George Messier, WSC hosted separate Korean and Vietnam Veteran's for a ribbon award ceremony on the afternoon and evening of 6-24-24, requiring significant furniture set up and restoral with little assistance.
- Assisted with the Retirement Party for Karen Anderson on 6-28-24 by purchasing and delivering beverages and arranging delivery of food and with furniture set up etc.

PROGRAM DIRECTOR'S REPORT

June, 2024 20 DAYS

WEEKLY ACTIVITY	PD INSTRUCTOR	VOLUNTEER-LED	SESSIONS	ATTENDED	
Art Appreciation		X			
Artist Studio		X	4	18	
Ballroom Dance Lessons	X		0		
Basic Social Dance Tues/Thur	X		8	67	
Basic Drumming	X		3	24	
Bible Discussion Group		X	4	46	
Billiards		X	20	203	
Bingo		X	8	312	
Bocce		X	8	13	
Body in Motion	X		7	110	
Bridge (Tuesday & Friday)		X	7	62	
Canasta		X	4	27	
Cardio Drumming	X		2	31	
Cards		X	20	154	
Club 60 Plus Fitness Center		X	20	621	
Corn Hole		X	4	16	
Craft Corner		X	3	19	
Cribbage		X	3	12	
Digital Photography	X		3	30	
Drumming - Basic + Advanced	X		5	45	
Golf League		X		192	
Harmonica Group		X	4	12	
Healthy Moves	X		3	8	
Knitters and Crocheters		X	3	29	
Mah Jongg & MJ Lessons		X	8	130	
Nickel-Nickel		X	4	32	
Parkinson's Fitness Class	X		8	33	
Pickleball		X	4	35	
Pinochle		X	4	57	
Quilting		X	4	29	
Scrabble		X	3	7	
Set Back		X	4	31	
Shuffleboard		X	3	19	
SilverSneaker Classes	X		8	117	
Singing For fun		X	4	123	
Strength and Balance Class	X		10	149	
Tai Chi + Beg Tai Chi	X		7	51	
Tap Dance		X	4	44	
Texas Hold'em			4	39	
Thursday Evening Cabaret			2	133	
Thursday Evening Dinner			2	97	
Total Fitness	X		17	148	
Yoga + Chair Yoga	X		7	45	
Zoom Classes	X		11	94	
WEEKLY ACTIVITIES TOTALS			261	3,464	

PROGRAM DIRECTOR'S REPORT

June, 2024 20 DAYS

MONTHLY ACTIVITIES	Pd Instructor	Volunteer Led	SESSIONS	
AARP Driver Safety Program		X	1	5
Ask A Realtor		X	1	0
Billiards Tournaments			0	0
Birthday Party			1	14
Book Club		X	1	19
Chess Club		X	3	12
Foot Care Clinic		Dr. Gambardella	1	11
Free Hearing Services		Home Hearing	1	4
Military Whist Card Party		X	1	40
Morning Hike	21-Jun	X	0	cancelled
Movie Matinees			2	32
Parkinson's Support Group	X		1	8
Q&A with the WPD		X	1	12
Reiki Treatments	X		0	0
Veterans Coffee House		X	1	48
Will, Trust and Probate		X	0	5
MONTHLY ACTIVITIES TOTALS			15	210
GROUPS & WKSHOPS				
A.G.E. Workshop		X	2	28
Genealogy Workshop		X	0	0
Guided Meditation		X	3	18
iPad Users' Group		X	1	1
Red Hat Society			0	0
Reiki Certification Class		X	0	0
Support Group			4	45
T.A.B.s		X	1	6
Jam Band		X	2	10
Intro to Chakra	X		0	0
Four Agreements	X		0	0
iPhone Workshop			1	15
Monitor My Health			4	21
Acting Studio 101			4	52
GROUPS & WKSHOPS TOTALS			22	196
SPECIAL EVENTS				
Fine Arts and Flower	6/7/2024		2	200
Undercover Agents	6/13/2024		1	75
Shred Truck	6/14/2024		1	49
The Eagles Experience	6/20/2024		1	169
Silk'N Sounds	6/27/2024		1	110
Group Drumming Performanc	6/28/2024			100
Karens Retirement	6/28/2024			230

PROGRAM DIRECTOR'S REPORT

June, 2024 20 DAYS

SPECIAL EVENTS TOTALS		Total	3	658	
TRAVEL PROGRAM					
TRIP	TRAVEL COMPANY	DATES		ATTENDED	
Newport Harbor cruise	Friendship Tours	6/26/2024	1	45	
Lancaster	Friendship Tours	6/4/2024	1	44	
TRAVEL PROGRAM TOTAL			2	89	
MEETINGS ATTENDED BY PROGRAM DIRECTOR					
Hospitality Committee			1	12	
WCOA			1	10	
Staff Meeting			1	7	

May Notes:

Club 60+ members ?? total. ?? are members with silversneakers or renew active

May Tivity Health – SilverSneakers ???swipes, check ??

May Renew Activie - ?? swipes, check \$??

Travel Program:

Programs:

June 7 & 8 Fine Arts Flowers and Verse. 21 exhibits plus 9 tables of art work. 236 guests came through on Friday and Saturday.

Month/Year: June 2024
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	1	1		
4. HOMESHARE				
5. ASSISTED LIVING	1	1		
6. BEHAVIORAL HEALTH/SUBS ABUSE/GAMBLING/HOARDING	6	3	5	
7. BENEFITS CHECKUP	4		4	
8. CHORE/HOMEMAKER/FRIENDLY VISITOR	1	1	1	
9. COMPANION/LIVE-IN	1	1	1	
10. CONGREGATE HOUSING	1	1		
11. CONGREGATE MEALS//ENP	1	1		
12. CONNPACE/CONNMAP				
13. CT HOMECARE PROGRAM	2	2		
14. MEMORY LANE				
15. ENERGY ASSISTANCE	2	2		
16. FINANCIAL ASSISTANCE				
17. FOOD PANTRY/OTHER	4	3	4	
18. SNAP	1		1	
19. GERIATRIC ASSESSMENT PROG.				
20. HEALTH INSURANCE/DENTAL	3	3	3	
21. HOME REPAIR				
22. HOUSING	10	2	10	
23. HOME HEALTH	5	5	3	
24. INCOME TAX				
25. LEGAL	1	1		
26. ADVANCED DIRECTIVES				
27. CONSERVATORSHIP				
28. POWER OF ATTORNEY				
29. LONG TERM CARE OMBUDSMAN				
30. MEALS ON WHEELS	1	1		
31. MEDICARE C				
32. MEDICARE PART D				
33. MEDICAID	1	1		
34. MEDICAL CARE/.DENTAL CARE	1	1	1	
35. MEDICARE A, B	1	1	1	
36. MEDICARE SAVINGS PROGRAM	4	3	4	4
37. MEDIGAP	3	1	3	

[illegible]

Social Service Monthly Report

Joann Hummel Social Service Coordinator

Month: June 2024

Social Service Coordinator completed 184 units during the month of June.

The two support groups- Grief and Loss, and Covid-19 post - Loneliness, Stress and Anxiety continue to receive a positive response from all who attend. Each month, community members are calling requesting to join the groups. We had 2 new members join this month for Grief and Loss . We continued to discuss the emotional responses for the participants, as they remember their loved ones and their past celebrations.

Grief is an emotion that feels like company that they never requested to have. A powerful emotion that comes in waves. Our group is learning to manage the unwanted company of grief. Understanding ways to allow it in and then adding balance back into their life. Learning how to allow the emotion of grief not to overstay its welcome, is a learned skill. All are working hard to continue to develop this skill. The group has found comfort to know they are not the only one feeling the emotions that they are trying to manage. They are also able to see their stability and help others to know there is hope that the deep pain changes in time. They are welcoming the guidance from us to help them seek a new vision in their despair.

The group is also learning how to improve their inner language on how they define themselves. Using less blame and negative statements and keeping the thoughts in the present time instead of the future, reduces anxiety and stress. Everyone has expressed how grateful they are on how the groups have helped them. The support group offers them a place to express their concerns and find ways to help them feel more comfortable in their environment. The development of trust and friendship among the attendees continues to be appreciated. They are welcoming to all new participants joining the support group, and each new person has expressed gratitude for the warm welcoming. The support groups occurred every Friday and will continue throughout the year as the AOA grant money is available. There are 4 community members who are benefiting from the AOA Grant who are receiving individual therapy weekly with Jackie McNamee, LFP.

The Food Share mobile pantry came twice this month to offer fresh food and pantry items to the Wallingford residents. The location continues to be a safe and convenient for the community. The volunteers stated that they are serving between one to two hundred people at our location within the 45 minutes that they are here. The Food Share mobile pantry will continue.

Housing and affordable home care remains a need and concern in the state of Ct. The majority of my appointments this month have been about housing needs.

I continue to be involved in the Community Affordable Housing Discussion group with Ben Fink from SCRCOG and other community leaders, contractors, and community members to find means and opportunities for new affordable housing options in Wallingford. The Group facilitated a very successful, town wide community conversation at the Wallingford Public Library. House of Representatives Mary Mushinsky and town officials attended the meeting along with 35 community residents. The community

was open in hearing concerns and possible future solutions for what community would like for future housing opportunities in Wallingford.

The month of June, resources that were offered to the community are as follow: Counseling in Medicare and insurance plans; Assisting in completing SNAP applications; Medicare Savings Program applications; DMV assistance; Cancer patient advocacy and counseling; Grief counseling; Computer assistance and assessing for scams; People also received assistance in locating community transportation companies; Reduce food insecurity, Home Health Care agencies; Financial counseling and Elder Law; Abuse and neglect education. Counseling and co-facilitating weekly Support Groups.

Social Service resource agencies contacted or referred out during the month are as follows: Agency on Aging; DSS; Medicare; Home Franciscans Home Health Care; Compassionate Care; Always Best Care; Hartford Health Care; Masonic Care Wright Building; Elim Park; Carabetta Housing Management; Silver Pond Housing Management, Anthem Blue Cross; United Health Care; Care Partners; Well Care; Wallingford Town Hall; Wallingford Housing Authority; Ct Grown Inc; Food Donation Connect Harvest Program. Ct Food Share.

[illegible]

WALLINGFORD SENIOR CENTER
MEMORY LANE REPORT
JUNE 2024

GENERAL STATISTICS:

Active Participants	18	Days of Service	20
Wallingford	14	Service units actual	164
Out of town	04	Service units' budget	210
New	00	Service units if full	300
Discharged	00	Average attendance	8.2
Referrals	03	Budgeted attendance	10.5
Assessments	02	Capacity attendance	15

Regular Meetings:

06/27/24 Staff Meeting

Other Meetings:

06/18/24 Meeting with potential new client for assessment

06/19/24 Meeting with potential new client for assessment

Marketing Meetings

06/06/24 M-Team Meeting @ Gaylord by Karen Kennedy

06/08/24 Masonicare Family Day John Ardolino represented the SC

06/08/24 Service for long time client who passed away attended by
Deb Markiewicz

06/19/24 "New Haven Area Senior Networking" Meeting @ Elim Park,
Cheshire attended by John Ardolino

06/22/24 Wallingford Health & Wellness Fair, John Ardolino
represented the SC

06/26/24 Employee Appreciation Dinner at Millpond Tavern attended
by John Ardolino and Debbie Markiewicz

Qualitative Statement:

This month of June has been a busy month. We participated in many activities provided by the SC including the monthly birthday party with entertainment and Cardio Drumming. We participated in the wonderful farewell party for our friend Karen Anderson who retired. We wanted to do an out trip to the winery but unfortunately no bus was available. We will try again next month. We had a wonderful Flag Day Presentation by a member of the Senior Center. We also had our regular visits from our entertainers, artists and pet volunteers. We have wanted to spend some time outside but it has been way too hot. We look forward to July with some more special programs and hopefully time outside. Happy Summer!

Warm Regards,

Debbie Markiewicz,
Memory Lane Coordinator