

**Wallingford Committee on Aging
Agenda
December 16, 2022**

Call to order @ 9:00 a.m.

Secretary's Report

- Vote to accept minutes of November 18, 2022 Meeting

Treasurer's Report

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

Consent Agenda – Accept the following November 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

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

Adjournment (10:00 a.m.)

Next WCOA meeting – January 20, 2023

WALLINGFORD COMMITTEE ON AGING

OPERATING ACCOUNT

FISCAL YEAR JULY 1, 2020-JUNE 30, 2021

OPERATING & TRANSPORTATION ACCOUNT	BUDGET SUBMITTED	November 2022 ACTIVITY	TO DATE BALANCE FORWARD	YEAR TO DATE BALANCE	BUDGET UNDER or (OVER)
Checking Account 07/01/2022				\$ 25,600.03	
Checking Account 11/01/2022		\$ 33,559.31			
Receipts Operations					
Town Contribution	\$ 657,568.00	\$ 54,797.00	\$ 219,188.00	\$ 273,985.00	\$ 383,583.00
Memory Lane Income	\$ 60,000.00	\$ 4,915.00	\$ 21,690.00	\$ 26,605.00	\$ 33,395.00
Interest	\$ 20.00	\$ 0.04	\$ 0.29	\$ 0.33	\$ 19.67
Miscellaneous*	\$ -		\$ 715.00	\$ 715.00	\$ (715.00)
<i>Carryover Budgeted</i>	\$ 15,255.00	\$ 1,271.25	\$ 5,721.25	\$ 5,721.25	\$ 9,533.75
Total Receipts-Operations	\$ 732,843.00	\$ 59,712.04	\$ 247,314.54	\$ 307,026.58	\$ 425,816.42
Receipts Transportation					
Town Contribution	\$ 179,344.00	\$ 14,946.00	\$ 59,784.00	\$ 74,730.00	\$ 104,614.00
Bus Income	\$ 3,750.00	\$ 252.00	\$ 1,391.00	\$ 1,643.00	\$ 2,107.00
<i>Carryover Budgeted</i>	\$ 5,085.00	\$ 423.75	\$ 2,118.75	\$ 2,118.75	\$ 2,966.25
Total Receipts-Transportation	\$ 188,179.00	\$ 15,198.00	\$ 63,293.75	\$ 78,491.75	\$ 109,687.25
TOTAL ALL RECEIPTS	\$ 921,022.00	\$ 74,910.04	\$ 310,608.29	\$ 385,518.33	\$ 535,503.67
Disbursements Operations					
Salaries	\$ 504,514.00	\$ 51,474.13	\$ 168,307.27	\$ 219,781.40	\$ 284,732.60
Payroll Taxes	\$ 43,231.00	\$ 3,842.76	\$ 13,221.69	\$ 17,064.45	\$ 26,166.55
Pensions	\$ 25,223.00	\$ 1,758.78	\$ 5,711.55	\$ 7,470.33	\$ 17,752.67
Health Benefits	\$ 91,955.00	\$ 5,866.03	\$ 24,415.16	\$ 30,281.19	\$ 61,673.81
Workers Comp	\$ 3,240.00	\$ -	\$ 879.75	\$ 879.75	\$ 2,360.25
Staff Travel	\$ 1,755.00	\$ 382.59	\$ 235.58	\$ 618.17	\$ 1,136.83
Meetings, Seminars, Dues	\$ 3,250.00	\$ 17.48	\$ 388.89	\$ 406.37	\$ 2,843.63
Liability Insurance	\$ 15,804.00	\$ 1,118.00	\$ 6,693.03	\$ 7,811.03	\$ 7,992.97
Telephone	\$ 1,820.00	\$ 148.50	\$ 613.95	\$ 762.45	\$ 1,057.55
Office Expenses/Supplies	\$ 6,500.00	\$ 180.43	\$ 2,353.92	\$ 2,534.35	\$ 3,965.65
Equipment	\$ 2,200.00	\$ -	\$ 1,660.89	\$ 1,660.89	\$ 539.11
Maintenance/Repair	\$ 3,000.00	\$ 91.00	\$ 1,487.95	\$ 1,578.95	\$ 1,421.05
Facility Expenses & Suppl	\$ 7,900.00	\$ 300.00	\$ 4,374.69	\$ 4,674.69	\$ 3,225.31
Audit	\$ 7,200.00	\$ -	\$ 7,300.00	\$ 7,300.00	\$ (100.00)
Memory Lane Expenses	\$ 8,000.00	\$ 612.00	\$ 1,702.00	\$ 2,314.00	\$ 5,686.00
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	\$ 11.88	\$ -	\$ 11.88	\$ 1,488.12
Prof Services	\$ 4,700.00	\$ 420.13	\$ 1,813.39	\$ 2,233.52	\$ 2,466.48
Continuing Ed & Training	\$ 800.00	\$ -	\$ -	\$ -	\$ 800.00
Disbursements Operations	\$ 732,843.00	\$ 66,223.71	\$ 241,200.71	\$ 307,424.42	\$ 425,418.58

WALLINGFORD COMMITTEE ON AGING

OPERATING ACCOUNT

FY JULY 1, 2020-JUNE 30, 2021

OPERATING & TRANSPORTATION ACCOUNT	ANNUAL BUDGET	November 2022 ACTIVITY	TO DATE BALANCE FORWARD	YEAR TO DATE BALANCE	BUDGET UNDER or (OVER)
Disbursements-Transportation					
Salaries-Drivers	\$ 123,876.00	\$ 12,613.62	\$ 39,824.17	\$ 52,437.79	\$ 71,438.21
Payroll Taxes	\$ 10,907.00	\$ 1,002.99	\$ 3,536.34	\$ 4,539.33	\$ 6,367.67
Pensions	\$ 6,194.00	\$ -	\$ -	\$ -	\$ 6,194.00
Health Benefits	\$ 14,248.00		\$ 646.50	\$ 646.50	\$ 13,601.50
Workers Compensation	\$ 10,457.00	\$ -	\$ 2,639.25	\$ 2,639.25	\$ 7,817.75
Maintenance	\$ 6,000.00	\$ -	\$ 1,362.08	\$ 1,362.08	\$ 4,637.92
Fuel	\$ 13,780.00	\$ 1,523.87	\$ 3,101.96	\$ 4,625.83	\$ 9,154.17
Insurance	\$ 2,716.00	\$ -	\$ 2,498.00	\$ 2,498.00	\$ 218.00
Bus Lease	\$ 1.00	\$ -	\$ -	\$ -	\$ 1.00
Disbursements-Transportation	\$ 188,179.00	\$ 15,140.48	\$ 53,608.30	\$ 68,748.78	\$ 119,430.22
TOTAL DISBURSEMENTS	\$ 921,022.00	\$ 81,364.19	\$ 294,809.01	\$ 376,173.20	\$ 544,848.80
Checking Account 11/30/2022		\$ 33,559.31		\$ 34,945.16	
				\$ 7,840.00	Sheet 1 E13 + E 19
				\$ 27,105.16	
Checkbook Balance 6/30/2021	\$115,520.89				
Allocated to 2020/21 budget	\$110,320.00				
Unallocated remainder for 2021/2022	\$5,200.89				
*** Miscellaneous Money that	was given from Workers Comp. A total of 8,507.00				

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

GENERAL STATISTICS

Days of Service: 19	Memory Lane Units: 198
Recorded Attendance: 3291	Health Service Units:
Transportation Units: 736	New Members Added: 17
Community Café Meals: 215	Members Archived: 18
Social Service Units: 293	Total Registered Members: 3929

EXECUTIVE DIRECTOR APPOINTMENTS

MONTHLY MEETINGS

	Member Advisory Council (Suspended-UFN)
11-18-22	Wallingford Committee on Aging
11-30-22	Staff Meeting (for November)

SPECIAL MEETINGS

10-27 to 11-14	Executive Director away on vacation
11-14-22	Attended Long Range Planning Committee meeting to review initial LRP draft with consultant Emily Melnick
11-16-22	Attended Wallingford Community Resource Alliance (WCRA) meeting at the Wallingford Public Library
11-16-22	Samuel Carmody, Town Councilor, (via telephone) Re: naming of building for Iris Papale
11-17-22	Karen Anderson, Program Director, Re: front desk procedures
11-18-22	Beth Johnson, Administrative Assistant, Re: personnel concerns
11-21-22	Carmella DiCesare, Business Office Manager, Re: front desk procedures and time off
11-23-22	Officer Kehoe, Wallingford Police Department, Re: conduct a review parking lot video taken during the election
11-23-22	Deb Markiewicz, Memory Lane Coordinator, Re: transportation procedures for Memory Lane participants
11-29-22	Carmella DiCesare, Business Office Manager, Re: plan menu for staff Christmas party
11-30-22	Rob Baltramaitis, Director of Public Works, Re: tour building and grounds to review various issues and areas needing repair or updating
11-30-22	Carolyn Massoni, Re: questions and concerns regarding naming of the senior center
11-30-22	Emily Melnick, LRP Consultant met with staff to discuss, update and refine the LRP draft document

EXECUTIVE DIRECTOR NARRATIVE REPORT FOR NOVEMBER 2022

PERSONNEL & BUDGET

- Executive Director away on vacation from 10-27-22 through 11-14-22. Initially planned to return on 11-10-22 but flight cancelled due to hurricane.
- Center closed Monday 11-11-22 in observation of the Veterans Day holiday and closed 11-24 & 11-25-22 in observation of the Thanksgiving holiday.
- Registered and facilitated attendance of Program Coordinator Erin Ambler and Social Services Coordinator Joann Hummel at a CT Association of Senior Center Personnel (CASCP) Fall meeting and Workshop, held at the Berlin Senior Center on 11-3-22.
- Worked with LRP Consultant Emily Melnick to prepare for a presentation to the WCOA, LRP Committee on 11-14-22, of the initial LRP draft document, including a summation of the information and data previously gathered. Emily also then met with WSC staff on 11-30-22 to discuss and receive input to further develop and refine the plan.
- Completed 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. Submitted to Town Clerk's office on 11-23-22.

FACILITY & EQUIPMENT

- Robert Trabka, Sr. Equip. Breakdown Risk Engineer, Loss Control Division, Chubb Insurance came in on 11-2-22 to conduct biannual inspection and certification of both the domestic hot water and auxiliary heating boilers on behalf of the State of CT.
- Trans-Clean in on 11-3-22 to conduct high pressure steam cleaning and chemical degreasing of the kitchen hood and exhaust ducts and fan to meet with NFPA Code #96, 11.6.

OTHER

- Recruited volunteers from Choate School, led by Volunteer Coordinator, Melissa Koomson, to assist Program staff and other volunteers with the restoration of the building following the Annual Holiday Craft Fair on Saturday 11-5-22.
- Continued to assist Social Service Coordinator Joanne Hummel and New Opportunities of Greater Meriden with fuel assistance appointments at the center on Wednesdays in Volunteer Room.
- Coordinated with staff and the Registrar of Voters office to facilitate election voting held at the center on 11-8-22. Including phone line activation and inspection, DPW delivery of equipment, time for room set up and providing building keys and alarm code to Moderator for access and closure.
- Following emails and a phone call from Town Councilor Samuel Carmody, I coordinated with WCOA President Tom Daly to facilitate Councilman Carmody attending the 11-18-22 WCOA meeting to present the idea of naming the senior center building in honor of former Town Councilor and WCOA Board member Iris Papale. He then attended the meeting and the WCOA was receptive to the town naming the building only in her honor but requested a 6-month period to evaluate the transition.
- Assisted Wallingford Police Officer on 11-23-22 with review of video camera footage of the parking lot areas on the day of the election.
- Coordinated with Rajan Doering to facilitate an article on a future WSC event for inclusion in the "Wallingford Magazine" published by Tarn Granucci. Also connected with Debbie Leoni of the Record-Journal regarding regular future inclusion of the senior activities list and the submission of photos and short information regarding special events at the center.

PROGRAM DIRECTOR'S REPORT

November, 2022 19 DAYS

WEEKLY ACTIVITY	PD INSTRUCTOR	VOLUNTEER-LED	SESSIONS	ATTENDED
A Matter of Balance	X		0	0
Art Appreciation		X	4	67
Arthritis Exercise Class	X		0	0
Artist Studio		X	3	13
Ballroom Dance Lessons	X		2	19
Basic Social Dance Tues/Thur	X		7	88
Bible Discussion Group		X	3	19
Billiards		X	18	227
Bingo		X	8	282
Bocce		X	0	0
Body in Motion	X		5	45
Bridge (Tuesday & Friday)		X	7	41
Canasta		X	4	38
Cards		X	14	91
Club 60 Plus Fitness Center		X	19	472
Corn Hole		X	1	7
Craft Corner		X	5	29
Cribbage	X	X	5	33
Current Events		X	0	0
Digital Photography	X		5	17
Golf League	X		0	0
Harmonica Group		X	5	14
Health Education			4	78
Healthy Moves	X		5	38
Knitters and Crocheters	X		2	17
Mah Jongg & MJ Lessons	X		8	135
My Pace	X		0	0
Nickel-Nickel			5	33
Paint Party	X		0	0
Parkinson's Fitness Class			8	78
Pickleball		X	0	0
Ping Pong		X	0	0
Pinochle	X		2	30
Quilting		X	5	42
Rummikub	X		0	0
Scrabble		X	2	10
Senior Fitnessize		X	0	0
Set Back	X		5	43
SilverSneaker Classes	X		11	134
Singing For fun		X	3	94
Strength and Balance Class	X		7	102
Tai Chi	X		2	26
Tap Dance		X	2	14
Texas Hold'em			4	33
Thursday Evening Cabaret			0	0
Thursday Evening Dinner			0	0

PROGRAM DIRECTOR'S REPORT
November, 2022 19 DAYS

Total Fitness	X		12	132
Wallingford Sound Chorus			0	0
We got The Beat Drum	X		4	33
Wii Bowling			3	0
Yoga			7	34
Zoom Classes	X		7	48
WEEKLY ACTIVITIES TOTALS			223	2,656
MONTHLY ACTIVITIES	Pd Instructor	Volunteer Led	SESSIONS	ATTENDED
AARP Driver Safety Program			0	0
Ask A Realtor	X		1	1
Ask An Attorney	X		1	0
Benefits Screening	X		0	0
Billiards Tournaments			0	0
Birthday Party			1	13
Book Club		X	1	13
Financial Q & A		B. Toomey	1	0
Foot Care Clinic		Dr. Gambardella	1	11
Free Hearing Services		Home Hearing	1	Cancelled
Hospitality Committee Mtg		X	1	14
Let's Do Lunch Bunch			0	0
Military Whist Card Party		X	1	43
Morning Hike		X	0	0
Movie Matinees			2	41
Parkinson's Support Group	X		1	17
Q&A with the WPD		X	1	7
Red Hat Society			1	6
Reiki Treatments	X		3	1
Veterans Coffee House		X	1	27
Veterans Services			1	0
Will, Trust and Probate			1	Cancelled
MONTHLY ACTIVITIES TOTALS			23	194
Groups and Workshops				
A.G.E. Workshop		X	1	12
Artful Endeavors		X	1	12
Balance Workshops			0	0
Genealogy Workshop		X	1	Cancelled
Guided Meditation		X	3	20
iPad Users' Group		X	1	3
Paint Party		X	0	0
Reiki Certification Class		X	0	2
Scarves to Dye For		X	0	0
T.A.B.s		X	1	3
Jam Band		X	2	17
GROUPS & WKSHOPS TOTALS			11	69

PROGRAM DIRECTOR'S REPORT
November, 2022 19 DAYS

Special Events					
Thanksgiving Lunch	Nov. 17				80
Rosa DeLauro	Nov. 3				95
Vaccine Clinic	Nov. 3				65
Cooking Lessons	Nov. 14				6
Collette Travel Present.	Nov. 15				5
Beaurevement Group			3		24
Veteran's Day Program	Nov. 10				35
SPECIAL EVENTS TOTALS		Total			310
USE OF THE FACILITY BY OTHER GROUPS					
TRAVEL PROGRAM					
TRIP	TRAVEL COMPANY	DATES		ATTENDED	
TRAVEL PROGRAM TOTAL					
MEETINGS ATTENDED BY PROGRAM DIRECTOR					
Hospitality Committee	Nov. 3		1		
WCOA	Nov. 18		1		
Staff Meeting	Nov. 30		1		8
<p>November Notes. Tivity Health - Silver Sneakers check for October check \$1,707.00. Our annual Food Drive was held in November. 407 lbs donated to Master Manna Holiday for Giving and Toys for Tots drive held in November and early December. Donations of toys, food and care products were collected. Election Day on November 8. Voting held in the activity room. Flu Clinic held on November 3 by the VNA (YNHH). 65 vaccinations were given out.</p>					

Social Service Monthly Report

Joann Hummel Social Service Coordinator

Month: November 2022

The month of November was a very busy month for Social Services. During the month, 293 units of service were complete. The elder community continues to feel the hardship in the rising costs of groceries, fuel, and general living expenses. The stress has impacted their mental health wellbeing as noted by their concerns with increase symptoms of anxiety, loneliness and despair. Many people express how worried they are about Covid-19 and the increase of flu symptoms. Fearing for more loss and isolation in their personal life.

Several members have experienced personal loss over the last month within their family unit or close friends. A few have signed up for the grief support group that is held here. Several men have made appointments to talk. They do not want to attend a structured support group but rather have the privacy to ask me to go through their mail as they reminisce about their loved one.

The grief support group began this month and participants have been consistent in coming to the meetings weekly.

There has been a steady increase of requests to apply for SNAP benefits, referrals to food pantries and a steady flow for fuel assistance.

The Medicare Enrollment Program is in full operation. Daily members from the senior center; as well as, the community have been coming in for Benefit Checkups and or Enrollment for supplemental insurance or the Medicare Advantage Plan.

Weekly, several Medicare Saving Program applications have been completed to help the seniors find financial relief in their medical needs.

11/3/22	Attended CASCP Conference
11/8/22	Social Service Advisor from Hamden Senior Center reaching out to assist a homebound Wallingford senior regarding Renter Rebate
11/17/22	George Messier seeking advice for a Wallingford senior
11/28/22	Brendan Toomey set up appoint for a senior looking for estate information
11/29/22	Meals on Wheels for a community member who is home bound

Month/Year: November 2022
INFORMATION, 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	2	2		
4. JOB APPLICATIONS/COMPUTER ASSISTANCE	1		1	
5. ASSISTED LIVING	4	4	2	
6. BEHAVIORAL HEALTH/SUBS ABUSE/GAMBLING/HOARDING	15	6	15	
7. BENEFITS CHECKUP	20		20	
8. CHORE/HOMEMAKER/FRIENDLY VISITOR				
9. COMPANION/LIVE-IN				
10. CONGREGATE HOUSING				
11. CONGREGATE MEALS//ENP				
12. CONNPACE/CONNMAP				
13. CT HOMECARE PROGRAM	1	1	1	
14. MEMORY LANE	2	2		
15. ENERGY ASSISTANCE	3	4	1	
16. FINANCIAL ASSISTANCE	1	1	1	
17. FOOD PANTRY/OTHER	6	6		
18. SNAP	12	2	11	
19. GERIATRIC ASSESSMENT PROG.				
20. HEALTH INSURANCE/DENTAL	4		4	
21. HOME REPAIR				
22. HOUSING	8	8		
23. HOME HEALTH CARE	3	1	3	
24. INCOME TAX				
25. LEGAL	4	4	2	
26. ADVANCED DIRECTIVES	1	1		
27. CONSERVATORSHIP				
28. POWER OF ATTORNEY	1		1	
29. LONG TERM CARE OMBUDSMAN				
30. MEALS ON WHEELS	2		2	
31. MEDICARE C	3		3	
32. MEDICARE PART D	2		2	
33. MEDICAID	5	1	5	
34. MEDICAL CARE/DENTAL CARE	3		3	
35. MEDICARE A, B	1		1	
36. MEDICARE SAVINGS PROGRAM	11		11	
37. MEDIGAP	6	1	5	

38. STATEWIDE RESPITE PROGRAM				
39. SKILLED NURSING HOMES	1	1		
40. SOCIAL SECURITY	1		1	
41. STATE SUPPLEMENTAL/SSI				
42. SUPPORT GROUP/RESPITE	6		6	
43. TAX/RENT REBATE	1	1		
44. TRANSPORTATION	5	2	3	
45. VETERAN'S PROGRAM				
46. WEAP				
47. YOUTH & SOCIAL SERVICES				
48. MAIL INTEGRITY/ SCAMS	4		4	Total units
Totals	137	48	106	293units

WALLINGFORD SENIOR CENTER
MEMORY LANE REPORT
NOVEMBER 2022

GENERAL STATISTICS:

Active Participants	18	Days of Service	19
Wallingford	13	Service units actual	198
Out of town	06	Service units' budget	199.5
New	00	Service units if full	285
Discharged	01	Average attendance	10.4
Referrals	02	Budgeted attendance	10.5
Assessments	00	Capacity attendance	15

Regular Meetings:

11/17/22 Meeting w/Joann Hummel, Social Services
11/18/22 Meeting w/Joann Hummel, Social Services
11/30/22 Staff Meeting

Other Meetings:

None

Marketing Meetings:

11/01/22 M-Team-Curtis Home (John Ardolino)
11/03/22 Regency House (Debbie Markiewicz & Karen Kennedy)
11/16/22 Milford Health & Rehab. (New Haven Area Network)
(John Ardolino)

Qualitative Statement:

This month of November has been a busy month. We participated in a talk with Dental students which was very informative and our folks walked away with a bag of healthy teeth related goodies. We attended the monthly birthday party with the Senior Center and also the Thanksgiving Dinner with entertainment. What a delicious meal was enjoyed by all who attended We had our semi-annual art show and everyone got to take home the paintings they had been doing for half the year. Some family members came in and we had snacks, drinks and music. Everyone was very impressed with the talent in our program.

We have been experiencing a lot of upper respiratory illness this month between clients, staff and volunteers. Hopefully we have gone through the worst and are coming around to the other side so everyone can have a healthy Christmas. Luckily we have not experienced any Covid, just colds and coughs.

We are looking forward to taking part in some programs with the Senior Center this month. We are excited to decorate and do some holiday crafts.

We wish you a happy, healthy holiday season. It is so nice to be able to be with our loved ones again. Enjoy!

Warm Regards,

Debbie Markiewicz,
Memory Lane Coordinator