

MAY '20 MEETING MINUTES

Merrill Enrichment Center Committee

Meeting was held on May 21st, 2020 at 3:15pm

Merrill Enrichment Center Conference Room – 303 N. Sales Street

Present: Laura Bertagnoli (Chair), Paul Russell (Aldersperson) Gene Bebel, Rose Akey,
Sharon Harvey, Rev. Lucas Williams, Jennifer Clark (ADRC Representative)

1. Opening

- a. Russell called the meeting to order.

2. Public Comment – no public comment

3. COVID-19

- a. Director discussed MEC's response/Return to Work plan. (See attached document for details of the plan). Bebel voiced his concern, which has been discussed at length prior, as to the expectation on the MEC to contribute to the general fund of the City given the fact that we have been closed for months. Russell added there will be other committee meetings in which this will be discussed and communicated back to us. Director will add this topic to next month's agenda.

4. ADRC

- a. Jennifer discussed the ADRC's current state as following all guidelines from the State of WI, the CDC, and local health departments regarding COVID-19. Their front desk is staffed daily from 8-4:30 for calls. The staff is not meeting face-to-face yet but rather phone and video meetings.
- b. Home-Delivery of Meals is still active.
- c. Scott Seeger is the ADRC's new Dementia Care Specialist. At this time he is working virtually. Our community is fortunate to have this important resource available.
- d. The Senior Farmers Market Voucher program is available after June 1st, but will look different in how it is administered. Criteria to receive vouchers are age 60+ /55+ if Native American, resident of Lincoln county, monthly income guidelines. Residents can call the ADRC for more information.
The steps are as follows:

1. ADRC mails application to recipient
2. Recipient mails the application form back to the ADRC
3. ADRC mails the vouchers to the recipient

MEC and St. Stephens church will advertise this on our respective Facebook pages.

5. Discussion

- a. Director and Bebel discussed the MEC and other city organizations and churches keeping in touch with home bound elderly population, especially now during this crisis. This is a problem to begin with and is even more critical to the health and well-being of this group of citizens. Director informed the committee that a representative from UHC (United Health Care) reached out to the MEC regarding their outreach effort of providing crafts and activities for our participants. We will use this material, as well as adding more of our own, as part of our efforts to reach our at home group. Pastor Lucas shared that St. Stephens is doing the same program to reach their parishneers and have supplies they can add to our care packages.
We also discussed how to reach more people by involving many area organizations. The MEC staff will begin working on this immediately.
- b. Russell shared the Health & Safety committee may get COVID-19 testing in Merrill. He also shared there will be a meeting July 30th with Ascension's regional manager regarding the future of the Scott Mansion.
- c. Mr. Bebel shared the urgency of the future of St. Vincent De Paul. The roof need to be fixed, a note needs to be paid as well as pay for employees. Immediate future fundraising possibilities were discussed. This is a valuable organization which provides dental, medical, and mental health services to our community.

6. Adjournment

- a. Motion to adjourn made by Akey second by Russell.

The next meeting date is **June 18th at 3:15pm in the MEC Conference room.**

Public invited to call in: 470-326-6598 PIN: 404904254

Vouchers will be available for review 10 minutes prior to meeting time.

Respectfully submitted,

TMrachek

Tammie Mrachek
MEC Director

Enrichment Center Mission Statement: Dedicated to Enhancing Lives and Bringing Generations Together

MEC (COVID-19) Return to Work Plan

What MEC staff has been doing up to this point;

The first few weeks prior to shut down were spent on administrative tasks such as rescheduling activities, cancelling events, Center organization – the long lists of things to do that we rarely had time for.

Once the MEC doors closed we have been scheduling times to go to the Center individually to work. Director has been making calls to participants to socialize and check on them. These calls have been very well received. We will continue to do this. Work on the newsletters and scheduling with instructors continues. Facebook page has been a great way to stay connected.

Crafts and craft shop purchases are being offered with curbside pickup.

Return to Work – May/June 2020 - COVID-19 Response

The following is a response plan put together by MEC staff (Tammie, Vicki, Stephanie). Most of these will be per Evers Phased plan. (*We will need to plan on how to avoid walk-ins during Phase One. Doors may need to have signs stating scheduled entry only?*)

1. Will be offering Virtual Craft classes. Participants will pick up materials on a specific day/time at the Center. Directions will be given but online instruction will also be available for certain classes. We will have them post their completed projects to our Facebook page if they are able or send us pictures directly so we can post them.
2. Curb side pick-up for Craft Shop sales. We will post pictures of items in our Craft Shop and allow people to message us or call to purchase. *Starting June 1st, we will allow people to shop in the store with a scheduled time.*
3. Constant interaction on our Facebook page focused on Mind & Body Wellness; brain games, fitness at home and links to live workouts (Gigi is already offering this for us), healthy recipes, and more.
4. Our June newsletter is published in print, on our City website and our Facebook page with details on Center operations – our ‘New Normal’.
 - a. Face masks required for entry and exiting the building as well as shopping our craft store
 - b. Keep 6 feet between each other
 - c. Bring in your own water bottle
 - d. No use of push buttons on water fountain
 - e. Coffee and tea will not be served until phase 2
 - f. Phase 2 - Use only push dispenser coffee makers (no pots with handles)
 - g. When class/activity is complete participants will be leaving the building.
5. Check-in will look different. We will *no longer require people to sign in* at the desk but rather simply check-in. Participants will be allowed to check in 10 minutes prior to the activity. Bus trips will be cancelled until August. We threw out the idea of having just 8 people allowed on the bus (plus one staff and one driver) starting in June or July however we need more time to coordinate trips which takes a fair amount of time. In addition, we are not sure if the locations we were going to visit will even be open.
6. Card playing will not happen until Phase Two of Evers plan.
7. Book Club, Mah Jongg, art classes will all be allowed in Phase One as we can control the 10 and under rule. ***One question is if we can have 10 people in the Enrichment Center area and 10 people in the Expo area at the same time.* Dave Johnson confirmed this would be acceptable.
8. Exercise classes will be scheduled with a limit of 9 people (instructor makes 10) in Phase One. Because we have 50+ people attending these classes we will have people call and pick a day/time with intention of allowing everyone to exercise at least once during the week. Walking will follow the same 10 people max and we will have day/time schedules.
9. Support groups will not run in Phase One. Each organization has specific timeframes for returning. We will work closely with them as to when we will be able to offer these groups.