



TOWN OF CROMWELL
SENIOR CENTER & HUMAN SERVICES
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MINUTES
SELF ASSESSMENT SUB-COMMITTEE
November 24, 2008

PRESENT: Mary Konopka, Claire Hickey, Cathy Kelley, Madeline McDermott, Bernadine Nelson David Beatman, Marianne Sylvester, and Theresa Strong.

DISCUSSION:

The group began by approving the agenda and minutes from our last meeting.

An **Assessment Conclusion** for our 4rd **Standard – “Administration/Human Resources”** was discussed and it was concluded by committee members that we are right on target for having documents needed and as many procedures in place for meeting accreditation standards with the understanding that municipal employee guidelines may limit our scope of detail in what we are capable of implementing from a personnel perspective.

Strategic Plan was again reviewed noting pertinent changes added due to our assessment of 4rd Standard- Administration/Human Resources. Please note that we have added a 5th section to our Strategic Plan entitled “Administration Issues/Miscellaneous.

A **review of the 5th Standard** – Program Planning was discussed. In looking at this standard, the committee made the following conclusions: Overall, we are right on target in regards to what written documentation we will need to meet accreditation requirements for this standard. However;

- Two areas that we may want to add to our Strategic Plan are an expansion in intergenerational programming to include having seniors read to school-aged children and also having more Caregiver/Respite Support Programs in place, specifically a resource area for guidance and direction on what’s available.

Our next meeting will be held on Monday, December 15, 2008 at 11am in the senior center to discuss the 6th Standard – “Evaluation”

Respectfully Submitted,

Theresa F. Strong
Senior Center & Human Services Director