



# WILDWOOD

## City of Wildwood

### Community Outreach Task Force

### Agenda for its Tuesday, February 9, 2021 Meeting

**5:00 p.m. to 7:00 p.m.**

City Hall ~ 16860 Main Street, 63040

This Meeting will be via "Zoom Webinar Platform" and be Broadcast on the City of Wildwood's YouTube Channel

**Zoom Link:** <https://us02web.zoom.us/j/89847623866?pwd=Q2FsVIFWRnBSMnN3bzhlYkVUR0dOQT09>

Webinar ID: 898 4762 3866 | Passcode: 107857

**YouTube Link:** <https://www.cityofwildwood.com/youtube>

- I. WELCOME AND ROLL CALL
- II. APPROVAL OF MINUTES FROM THE NOVEMBER 10, 2020 TASK FORCE MEETING

Documents:

[DRAFT NOVEMBER 10, 2020 MINUTES - COMMUNITY OUTREACH TASK FORCE.PDF](#)

- III. OUTLINE OF TASK FORCE'S WORK PROGRAM AND PROPOSED SCHEDULE

Documents:

[COTF WORK PLAN 2.9.2021.PDF](#)

- IV. DISCUSSION ON NON-PROFIT ORGANIZATIONS WITHIN WILDWOOD
- V. PUBLIC PARTICIPATION
- VI. OTHER MATTERS FOR CONSIDERATION
- VII. NEXT STEPS FOR TASK FORCE MEMBERS
- VIII. NEXT MEETING DATE - MAY 11, 2021 AT 5:00 P.M.
- IX. CLOSING REMARKS AND ADJOURNMENT BY CHAIR

*Note: The City of Wildwood will provide reasonable accommodations for persons attending Community Outreach Task Force meetings. Requests for reasonable accommodations should be directed to Megan Eldridge, City Clerk, at 636-458-0440, or via email at [megan@cityofwildwood.com](mailto:megan@cityofwildwood.com), at least 48 hours prior to the start of the meeting.*



# WILDWOOD

**City of Wildwood**

**Community Outreach Task Force**

***Tuesday, November 10, 2020 Meeting Minutes and via Zoom Platform***

**City Hall ~ 16860 Main Street, 63040**

## **I. Welcome and Roll Call**

The task force Co-Chairs welcomed everybody to tonight's meeting and thanked them for their participation. The meeting was then called to order at 5:03 p.m. and the Co-Chairs requested a roll call be taken of the task force members. Members present included: Remy, Flascher, Caldwell, Corvington, Marshall, Jehling, Ward, Bowman, Becker, Larson, Dodwell, Vollmer, Webster, and Allu.

## **II. Approval of Minutes from the October 10, 2020 Task Force Meeting**

A motion was made by Council Member Remy to approve the minutes, that motion was seconded by Task Force Member Jehling. A voice vote was taken, all task force members stated aye, and the Co-Chairs noted the meeting minutes from October 10, 2020 were approved.

## **III. Establishment of Task Force Goal(s)**

Co-Chair Flascher provided a brief explanation of the goals of the task force. Specifically, to get out into the community, determine the available programming, and then bring such into a centralized hub for dissemination to anyone in need of their unique services. The Task Force members are being asked to identify these organizations and use the SharePoint site to add to a collaborative worksheet in this regard. The City of Wildwood will not always be the lead in many efforts that are uniquely served by other organizations with greater expertise.

Comments or questions were then sought.

## **IV. Small Group Discussions to Outline Target Categories**

Co-Chair Caldwell began this discussion. The need to have full participation has led to the decision to break out the meetings into smaller groups, which can be accomplished via the Zoom Platform.

## **V. Overview of SharePoint Site**

Ms. Arnett provided a tutorial on SharePoint and how it can be used by the task force for the purposes of this process. The program uses a share screen to allow many collaborators, while also allowing users to see what is being added and what remains.

Co-Chair Flascher – how far out from Wildwood do we reach for groups or organizations? Dr. Remy described some options; the first 2 to 5 miles, thereafter, a general document of others beyond the initial radius.

Ms. Vollmer – define the organizations first, then are they serving Wildwood as part of their network – Circle of Concern for example.

Mr. Bowman – as the list grows, divide the entries into separate pages for different organizations and split it up to a certain degree through categorizations.

Council Member Dodwell – is there a way in SharePoint to list subgroups on the master list. Create the categories. Do we need a web tree? Ms. Arnett – can be organized in any manner the task force would choose. Large capability and a lot of options. Ms. Dodwell - once information is gathered, such then offers an easy way to produce it and make it accessible. City must let any and all organizations on, cannot pick and choose.

Dr. Remy – SharePoint on shared screen – Dr. Remy shows edits he made on it. Community booklet by another organization, such as WBA. Meet and greet and discover other options. Links and other locations for the hosting of the information.

Ms. Jehling – we cannot have anything on the website. It is a question – Dr. Remy notes that certain organizations do not follow the goals of the task force. Contacts about task force to organizations and others should provide an explanation of why the information is being requested. Dr. Remy final work product may be an organization. Hosting of the final document. Director Vujnich – working document first, then find a host.

Council Member Dodwell - Link on website – what can be on website. What resources on it , what processes to put in place for resources, and maintenance protocols. These questions need to be answered sooner rather than later. Meet with City Attorney. Placement of information that is purposeful. Caldwell – meet with attorney.

Mr. Marshall – recipients of these services – uses Wildwood Lions Clubs as an example – the organization provided to Rockwood School District eyeglasses for school children to succeed. City should not be in a deep coordination position. Age groups – medical related – clothing - food – get involved – ski assistance at Hidden Valley. Channel to appropriate party.

Ms. Ward – spokespersons from organizations to come to task force and inform us about their missions and efforts and how they do it.

Dr. Remy – once identified, then email them and send out a one page form for information, then an interactive time.

Ms. Jehling – who would be vetting these organizations, i.e., are they appropriate and stay or not. Ms. Ward – determine services, not stop any of them. Inappropriate for what residents need or want. Screen organizations – who will do this, if not the task force?

Council Member Dodwell – develop list first, then determine how and what benefit they would provide with such a resource. What benefits could Wildwood provide to these organizations in this partnership. Chicken or the egg?

Mr. Larson – let's get the list out there. Just conjecture until then. Some organizations offer many services, beyond just their core item. Circle of Concern – food pantry, but counseling too. Mr. Flascher – get groups together that can complement each other by their services and create a service tree. Need to complete the list.

Dr. Remy - add tabs to SharePoint for organizations.

Co-Chair Flascher – small groups. Subcommittees - what are they and how do they look, which will then create focus. Groups divided into small groups at 5:50 p.m., will return around 6:00 p.m., with updates.

Ms. Jehling – where is the diversity part of this matter. Hope is that when organizations are identified, the diversity issue will follow. LGBTQ+ and ethnicity as well. Uniform gaps.

Dr. Remy – diversity is not the primary purpose of the task force.

The breakouts reformed into the large group and heard reports from spokespersons for each of them:

**Breakout #1** – Ms. Vollmer (spokesperson) – can we get demographic information (updated information coming from Census). Large categories to focus – what services can be bucketed together? Large grouping of categories. Nine (9) total buckets ... too many or not enough. Hundreds or thousands of service providers – too big of a list – focused on Wildwood and needed services here. Help coordinate resources – people giving services – getting them involved.

**Breakout #2** – Ms. Becker (spokesperson) – covered the categories – working closely together with the groups – a lot of programs may already exist and need to be identified.

**Breakout #3** – Mr. Allu (spokesperson) – relating to high schools – regarding the mental health sphere and such is a major consideration in schools. Programs for mental health that exist for this age group. Create backing of City and the residents, while pushing the district. Bring collaborations together into one (1) consolidated base. Environmental groups – work on parks and trails – cleanup, restore habitat. Animal rescue type services. No centralized place for an animal in need or other. Veterans – database. Consolidated job listing for openings, thereby allowing for users to browse them.

Support for stray rescue – volunteer data base or list. Ms. Jehling – service hours for students – need for list and organization to manage it.

Next Step – work on SharePoint and adding organizations. Complete master sheet.

Narrow subcommittees down – have more information then. Four (4) to five (5) categories instead of the ten (10) to twelve (12), as shown.

Mr. Marshall – when talking with organizations, ask them what is missing in Wildwood and the overall area. A potential for a miscellaneous group.

## **VI. Public Participation**

None. Co-Chair Caldwell – public participation. Promoted the individual to a panelist, but no comments.

## **VII. Other Matters for Consideration**

None

**VIII. Next Meeting Date – February 9, 2021, at 5:00 p.m.**

**IX.** Closing Remarks and Adjournment by Chair

Thank you and the meeting was adjourned at 6:33 p.m. by the Co-Chairs.

Recorded by Joe Vujnich  
November 10, 2020  
City of Wildwood, Mo.



# WILDWOOD

February 9, 2021

## MEMORANDUM

To: Community Outreach Task Force Members

From: Department of Planning and Parks

Re: **Outline of Task Force's Work Program and Proposed Schedule**

Cc: The Honorable James R. Bowlin, Mayor  
The Honorable City Council of Wildwood  
Steve Cross, Interim City Administrator  
Julian Jacquin, Interim Deputy City Administrator  
John A. Young, City Attorney

The Co-Chairs of the Task Force met to discuss the next steps of the task force, an overall goal for it, and how best it could be achieved. The overarching goal of the Task Force is to make connections with available not-for-profits and other organizations to provide the information to Wildwood residents. The steps outlined to best achieve the goal are as follows:

1. Establish a list of not-for-profits and other organizations that serve Wildwood;
2. Determine what services each provides;
3. Connect these groups with the City and each other, via a single large meeting, or a series of Zoom meetings;
4. Determine what services may be missing;
5. Delineate list of services available to Wildwood residents; and
6. Establish the best way to disseminate the information to the community.

To this end, an outline of potential tasks and timeframes is provided below:

### **February 9<sup>th</sup> Meeting** –

**Meeting Goal:** Complete discussion on types of not-for-profits and other organizations and how best to gather information

**Work items between meetings:** Between the February and May meetings, COTF Members will complete the spreadsheet listing area not-for-profits and other organizations that serve Wildwood.

**May 11<sup>th</sup> Meeting –**

*Meeting Goal:* Determine information to ask each not-for-profit contact and how to structure the Zoom meetings for connecting organizations. Establish criteria for one-page questionnaire to be sent to each organization and a one-page flyer, with information on the proposed meetings.

*Work items between meetings:* Between the May and August meetings, a Zoom meeting (or meetings) will be held to learn about each not-for-profit and organization, determine where gaps in service exist, and assist in connections between them.

**August 10<sup>th</sup> Meeting –**

*Meeting Goal:* Determine the best format for compiling the information received during the Zoom meeting(s) and how it will be distributed. Decide if any gaps in service exist and if the task force, or the City, can assist in filling those holes.

*Work items between meetings:* Between the August and November meetings, the information collected will be compiled in the format determined by the Task Force. Contact should be made with the desired organization that will be requested to host and disseminate the information.

**November 9<sup>th</sup> Meeting –**

*Meeting Goal:* Approve the final product of compiled information. Final product will be sent to host organization thereafter.

With the final, compiled information being turned over to the selected organization, the Task Force's work will be complete. If any of the Task Force Members should have comments or questions regarding this information, please feel free to contact the Department of Planning and Parks at (636) 458-0440. A presentation is planned on these matters at tonight's meeting. Thank you for your consideration of this information and discussion of the same.