

COMMISSION ON AGING MEETING

October 9, 2012

Chairman Teichmiller called to order the regular meeting of the Commission on Aging Committee at 9:02 am, on October 9, 2012, at Vilas County Commission on Aging office conference room, Eagle River, Wisconsin

Present: Teichmiller, Hayes, Nielsen, Hansen, Jensen, Proven, Wise and Radtke. Member Excused were Montgomery, Main, Briggs. Staff present were Richmond and Rein. Also present was Verdelle Mauthe.

Teichmiller noted that the meetings will be recorded to help the person taking the minutes. Teichmiller stated that during the last meeting there was some difficulty sorting out the motions. The minutes will be erased once the written minutes are complete.

Approve Agenda: Agenda has been properly posted. Nielsen moved and Hayes seconded to approve the Agenda as mailed.

Approve Minutes: There was a motion to approve the Minutes of the Public Hearing and Regular Commission Meeting of September 14, 2012 and Minutes from the Nutrition Task Force on October 2, 2012 by Nielsen with a second by Hayes. Carried.

Agenda Item #4 Report of the Greater Wisconsin Agency on Aging Resources:

- Teichmiller mentioned that in the packet of information there is a program update about the legal services that is run through GWAAR. The State and Federals have approved a two year waiver to keep the services at GWAAR. Also, GWAAR was awarded a special project through the State to provide counseling services for elder abuse. The total of the two grants is approximately \$500,000.
- Teichmiller mentioned that the next GWAAR Board meeting will be held on October 26, 2012
- GWAAR newsletter was distributed

Agenda Item #5 Program and Committee Reports

Directors Report:

- Richmond discussed the Aging Conference that she attended last month and what information she took away from the sessions. Also, Richmond mentioned that since the meeting was also a joint meeting with WAND (Wisconsin Association of Nutrition Directors), elections took place and she was elected co-president.
- Richmond introduced Dick Oehler to the committee and talked about the Elderly Nutrition Poster Contest. Richmond asked Teichmiller to take the poster to the full County Board meeting.
- Next, Richmond spoke about losing the Experience Works receptionist. Currently, the COA will not have a receptionist in the morning and current staff will be filling in answering the phone and door. Teichmiller mentioned that he attended that Personnel and Finance Committee meetings and justified the COA budget. It was discovered that the COA Director's salary had not been entered correctly on the budget. Discussion was held about this error.
- Richmond mentioned that the COA is co-sponsoring the Health and Wealth Fair with WRJO on October 17th. With the co-sponsorship the COA has four booths and will be sharing those booths with the ADRC of the Northwoods, DayBreak Adult Center, and the Alzheimer's Association.
- The annual Alzheimer's Fall Conference will be November 13, 2012 in Rhinelander.
- Richmond spoke about a free on-line course about becoming a transportation advocate. Further discussion held about transportation issues around the state with Logisticare.
- GWAAR will be completing a fiscal assessment later this week.
- Nutrition Site Managers will be attending the annual training on October 12 in Merrill.
- GWAAR has asked that some minor changes be made to the 3 year plan. There was a question about not having a full time director. Discussion took place about this issue.

- Richmond mentioned that last month the committee approved a scanner for her office. Richmond has looked into upgrading the copier which would have scanning ability for all the employees. Dave Alleman, County Clerk, is looking into if we need three quotes.
- Various pieces of info distributed (if interested, please put name on top of it and a copy will be sent)

Friendly Visitors/Family Caregiver Support:

Rein reported:

- Rein spoke about the approval for the B-HAS Grant (Brining Healthy Aging to Scale: Improving Wisconsin's Capacity to Implement and Sustain Evidence-Based Prevention Programs for Healthy Aging) from the WI Institute For Health Living.
- Rein mentioned a new person in the county is receiving a friendly visitor.
- Rein mentioned that 10 families contacted the office about the In Home Support Program and 6 families received referrals for workers.

Chore:

Kapke reported:

- 16 Households, 113 hours reimbursed at \$850 for the month. Currently there is no one of the waiting list. Balance of the program is \$12,994.54
- Richmond mentioned that the County does supply part of the funding for this program and the rest is from grants. This is one of the programs that the County would like to make cuts. Richmond has made a strong appeal that this service helped people stay in their homes. Discussion took place on this issue.

Alzheimer's:

- 1 household asked for reimbursement in the amount of \$30.84. Budget balance is \$5,112.56
- Richmond reported that Kapke has had a few requests on this program but that no paperwork has been submitted. Discussion took place on this issue.

Escort:

- Richmond reported: 25 clients, \$171.75 hours and more than 3,765 miles were driven. Total expense \$13,664.36. Income year to date is \$4,437.14.
- Richmond reported that the amount of calls for new clients has increased.
- Also, the Veterans Office is running out of funds and COA was contacted to help provide transportation to veterans. Proven and Jensen will contact the American Legion and VFW to see if they could provide assistance.
- Richmond is keeping an eye on the funds being used for salary and on the trust amount. The funds that are unused will be placed in the trust fund but that fund is capped at \$80,000 with any other funds returned to the DOT. Discussion was held on this topic.

Nutrition:

- Richmond reported: 1515 meals were served in September. Total expense for the month was \$15,463.42. Income year to date: \$41,941.00.
- Richmond reported that the bids were opened for 2012 and several were quite high. Richmond was able to contact the vendors and have the bids reduced.
- Richmond mentioned that there is talk about Federal Cuts to the Elderly Nutrition Program.
- Richmond reported that the donations for the year are down. She feels that at this point in the year the budget is at a good spot.
- Discussion was held about why the amount of meals has decreased this year.

Elderly Benefit Specialist:

Gengle reported:

- 23 individuals served with 63 separate and distinct issues.
- Financial impact was \$65,463.45
- 10 people attended the “Insurance Puzzle”.

ADRC:

- Teichmiller reported that ADRC is fully functioning in the regional system.
- Teichmiller reported that the ADRC is still having trouble with the telephone system and a consultant has been hired.
- Teichmiller mentioned that Richmond has prepared a budget with her salary and benefits. Also, that the ADRC might be asking for more office space.

Agenda Item #6 Old Business

Monthly Expense Report

Financial Report

- Richmond reported that the budget is in good operating order. The carry over funds will be used to operate the nutrition and transportation programs at the beginning of the year.

Agenda Item #7 New Business

Travel Requests

- Travel Request sheet was distributed.
-Motion to approve the travel request sheet by Nielsen with a second by Hayes. Carried.

Approval for Line Item Transfer

- Richmond reported that Jason Hilger, Financial Manager, has asked that more funds be pulled from the grants for salaries to save County funds. Hilger is asking that \$10,000 be taken out of the Escort Program and put towards Richmond’s salary. Richmond gave background information about the use of the funds in the past. Discussion on this topic took place. A motion was made by Hayes and seconded by Wise to approve the revised line transfer. Ayes were: Teichmiller, Hayes, Hansen, Jensen, Proven, and Wise. Nays were Radtke and Nielsen Motion Carried

Request for Office Equipment:

- Richmond asked for \$173.46 to be used from grant funds to frame the Elderly Nutrition Poster for the office. Proven moved and Hayes seconded, Motion carried.

Nutrition Bids

- Richmond distributed a list of the Nutrition Bids to be reviewed and discussed.
- Lynn’s Catering was the same amount as 2012, at \$5.15 for congregate and \$5.30 for Home Delivered
- Holiday Lodge is the new site in Phelps. The bid was high and Richmond was directed by the Nutrition Task Force to contact the vender to have the bid lowered. The bid was lowered to \$7.75
- Gateway Lodge in Land O Lakes also had a higher bid and Richmond was directed by the Nutrition Task Force to contact the vender and the bid was lowered to \$7.75.
- Boulder Junction received two bids and the Nutrition Task Force is recommending the Boulder Beer Bar because the point value was higher for that vender. Bid remained the same as 2012 at \$7.00.
- Fibbers in St. Germain was the only bid for that area and the cost has increased to \$8.00.
- Lac du Flambeau did not submit a bid because Danielle Montgomery was ill for several weeks. She will be submitting the paperwork and the rate is the same at \$6.20.

- A motion to approve the bid amounts was made by Hayes and seconded by Hansen. Discussion was held about looking at having a site in either Manitowish Waters or Presque Isle in the future. Motion Carried.

Agenda Item #9 Public Comment

- Verdelle Mauthe mentioned that a speaker presented about Alzheimer's Problems to the Primetimers. Also, the trip to Greenfield, MI and Niagara Falls went well with 55 people attending. The Red Hat Society had a trip to Glen Flora, WI and toured the Glen Fora Clothing Factory. The Primetimers hosted the food for the 6th grade education conference. Next, Mauthe mentioned that 80 volunteers were recognized at the Volunteer Recognition Dinner. Also, Mauthe mentioned that the group will be decorating the Hwy 70 area and community in St. Germain. Finally, Radtke mentioned the community service projects that the Primetimes participate in.

Agenda Item #10 Letters and Correspondence

- None

Agenda Item #11 Review of Vouchers:

- A motion was made by Hayes and seconded by Nielsen to approve the vouchers. Discussion was held about getting a list of the vouchers. Motion Carried.

Future Meeting Date:

Friday November 9, 2012, COA/ADRC Building at 9:00 am

Meeting adjourned at 11:02 a.m. made by Hayes and seconded by Radtke. Carried.

Minutes reflect the recorders notations and are subject to approval by the appropriate board or committee.

Submitted by:

Approved by:

Amie Rein
Family Caregiver Coordinator

Susan Richmond
Interim Supervisor