

Forest County Commission on Aging – Minutes

June 9, 2015, 1:15PM

County Board Room, Courthouse, Crandon, WI

Members Present: Vicki Lemerande, Edith Huettl, Bill Connors, Larry Berg, Mary Meiers, Jeanne Weyers, Cliff Haskins, Robert Shepherd

Members Absent: Richard Ackley

Others Present: Janell Schroeder, Gayle Webster, Chuck Sekel, Paul Millan, Danielle McLaughlin, Kate Schultz, Sandy Martin, Hal Weisnicht, Diana Michlig

Vice-Chairperson Larry Berg called the meeting to order at 1:15pm and roll call was completed.

Introductions were made and the agenda read. *Bill Connors moved to approve agenda as printed; Second by Bob Shepard. All in favor. Motion carried.*

The March meeting minutes were reviewed. No amendments or corrections requested. *Mary Meiers moved to approve the March minutes as written; Second by Bill Connors. All in favor. Motion carried.*

Committee Member Elections: Previous nominations of current position holders were reiterated, including: Chairperson, Edith Huettl; Vice Chair, Larry Berg and Secretary, Vicki Lemerande. *Vicki Lemerande moved to approve the nominations/elections; Second by Bob Sheperd. All in favor. Motion carried.*

Alzheimers Family Caregiver Support Program (AFCSP) Resolution: The draft resolution was read and Janell explained that it would be good to move this program back to the Aging Unit since the services in AFCSP can be complemented by services from the National Family Caregiver Support Program that we already administer. It will be further discussed at the Social Services Committee meeting and the transfer of the program to the Office on Aging will be effective as of January 1, 2016. It is further passed on to the Forest County Board of Supervisors. *Bill Connors moved to accept as written/resolved; Second by Bob Sheperd. All in favor. Motion carried.*

DOT 85.21 Program:

- A. Discussion/Possible Action regarding Transit Commission Plans: Gayle Webster joins to aid in discussion and clarification of background and terms. Lengthy discussion regarding whether Forest County should withdraw from proposed plans going forward. Bill Connors reports there may be limited benefit to Forest County residents since

transportation services currently offered are not being utilized to their fullest presently and there may be a cost, rather than a benefit, to Forest County. Bill also feels that our residents might lose the helpfulness of the drivers that they currently receive since it would be basically a pick-up/drop-off service. The expectation is that the \$4000.00 start up fees need to be surrendered by the June 18th meeting date and further funds in excess of \$30,000 will also need to be applied to the Tri County Transit Commission. Gayle Webster reported that she believes we would have to contribute at least \$32,000.00 in order for Forest County to have full voting rights in the Transit Commission. Gayle also pointed out that the Aging Unit Directors in Oneida and Vilas County do not have to use DOT funding to pay for their positions. Forest County does have to use some of our funds for this purpose. As part of the Transit Commission, Forest County would lose a percentage of our allocation to fund our director's job and we could lose some funding that we use for our Fiscal and Secretarial positions. It's a "win-win situation" for Oneida and Vilas Counties but this isn't so for Forest County.

Hal Weisnicht, who is a driver for Forest County, stated that he did not see any advantage for Forest County if we stayed in the Transit Commission. He believes it will only benefit Oneida and Vilas Counties.

Further discussion on whether Forest County needs to be a member for the Vilas and Oneida County members to proceed. Discussion was also held regarding the possibility of Forest County being eligible to have our own Transit Commission since we have two tribes in the county. It was agreed that the tri-county plan would likely need to be re-submitted for those counties to continue with the plan in a revised state. Today the COA will have to decide on staying the course or withdrawing. Statement made by Bill Connors that it is not the job of the COA to run the public transit system. There will be a full Transit Commission Board Meeting on June 19 for further planning and there is a tentative start date of July 2015 being discussed.

Dave Lowe discussed the situation with Janell Schroeder previous to this meeting and discussed options as outlined in an email he sent to Gayle Webster earlier this year. If we decide to withdraw from the Transit Commission, Dave said we would have to formally withdraw from it and then we could apply for federal transportation funds on our own in 2016. He does not know if we would be granted these funds or not. However, we have the ability to apply since we have two tribes within our county. Janell reported that Dave Lowe was also available by phone for today's meeting if the committee wanted to call him. He charges \$50.00/hour but has indicated that he might not even charge us if the call isn't very long today. No one asked to make the call to Dave Lowe.

Danielle McLaughlin presented and explained a document that she had prepared to show the 2014 Expenses for the Forest County Medical Escort Program and the DOT Route Expenses. She also presented and explained a second document that she had prepared, which shows how we currently use the DOT Grant funds. Portions of these funds go toward the salaries of our Coordinator, Receptionist and Bookkeeper positions and this funding is also used to paying our drivers and the operational costs for the vehicles.

The Options we have, according to the February 25, 2015 email from Dave Lowe (which he reiterated on June 3rd, 2015) include:

Option 1; To continue as before, hoping that the commission idea eventually takes hold with terms and conditions that continue to work in Forest County's best interest.

Option 2; To determine if, at worst, Forest County can receive federal 53.11 funds in 2015. These funds pay half of the operating deficit, and would therefore increase your amount of transportation funding available by about 40%.

Option 3; Send a formal letter to WisDOT, asking for permission to go forth as one county if needed as a transit commission, seeking eligibility for state funds in addition to the federal funds based on the county's eligibility for state funds under two tribes requirement in statutes.

A copy of an e-mail exchange from May of 2015 (between the Transit Commission Executive Committee and the Aging Unit Directors from Forest, Oneida and Vilas Counties) was shared to demonstrate the difficulty that we had when trying to simply postpone a meeting until after our COA was able to meet to discuss the situation. A copy of the agenda from the proposed May 29, 2015 Transit Commission Executive Committee meeting, which our members declined to attend, was also shared. Bill Connors also shared how he had been voted in as Treasurer a couple of months ago. However, at the very next meeting, members from Vilas and Oneida Counties questioned if this should happen since they thought someone "closer to Rhinelander" should be in this elected position.

The Committee members felt that Oneida County had the most to gain from a tri-county Transit Commission and Vilas County will also benefit greatly from this. It was agreed that Forest County would have the least amount to gain from this collaboration. We believe we have to give a 90 day notice that we are leaving the Forest, Oneida and Vilas County Transit Commission.

It was discussed that we will probably already owe 1/3 of the fees incurred by the Transit Commission Consultant, Dave Lowe, up to this date. We believe that total bill is around \$3,000 so we would owe approximately \$1,000.

Motion by Larry Berg that the COA moves to withdraw from the Tri County Transit Commission Charter and thereby the Transit Commission. Seconded by Jean Weyers. All in favor. Motion carried unanimously. This motion will be forwarded to the Forest County Board.

It was decided that our three Transit Commission members will not attend the upcoming meetings. However, Janell Schroeder will attend to answer questions of that commission, unless directed not to do so by our Corporation Counsel.

- A. Discussion/Possible Action regarding \$4,000.00 transfer from DOT Grant to Transit commission for Start-Up fund: Discussion that these monies would not be reimbursable to Forest County if we withdraw from the Transit Commission and thus would be lost to the County. Bill asks if COA wants to continue to work on this and if so how much monies would we pass on to the Transit Commission. Larry Berg and Bob Sheperd offer that this issue is becoming congested by the multiple buses, programs and organizations involved at the level of Oneida and Vilas Counties.

Motion by Larry Berg to not transfer the \$4000.00 from the DOT grant to the Transit Commission for start up funds; Second by Jean Weyers. All in favor. Motion carried.

- B. Discussion/Possible Action regarding the sale of our 2003 bus: Discussion surrounds selling the bus for the best offer to be advertised in a government website for counties and/or at Sherriff auction. Value is approximately \$4000.00.

Motion by Hal Weisnicht to sell the bus; Second by Bob Sheperd. All in favor. Motion carried.

Nutrition Program: Site update - Janell Schroeder has visited three 3 dining sites thus far. She reports that the Laona meal site manager will be having hip replacement surgery in near future and will be unavailable to run site. She is in the process of training replacements. Flyer presented regarding upcoming nutrition offering at the Crandon Library regarding use of herbs and grains. The Health Department will assist in this presentation available to all. Janell has coordinated meal site staff training to occur on the same day.

Aging Unit Data Entry Update: Janell Schroeder informs committee that Erin Meyer, from the clerk's office, has updated the SAMs data entry for the state and she will continue in this role of SAMS data entry in the future requiring about 4 hours per month to do so. So far she has gotten about three months of data entry done that had been backlogged. The committee Chairperson asked that Erin be thanked for all her hard work in this area.

Office Safety Concerns: Janell Schroeder informs the members of a meeting with the Sherriff's Department, during which the Sherriff recommended that the back door of the Social Services Department should be locked for staff safety and protection. The Sherriff also suggested that the door to the Aging Office should be kept locked. However, Janell would like to keep access easy for citizens. Paul Milan offers that similar security actions in Vilas County were met with public disdain. Further discussion surrounds fact that our staff needs to be kept safe and that perhaps there can be some information in the paper and in the newsletter to inform citizens of the need for locking doors and thus public employee safety. It was also mentioned to use signs on the locked doors to inform public that they are welcome but that we have to keep doors locked for employee protection.

Other applicable matters, if any, as allowed by law:

Hal Weisnicht states he feels "Forest County COA" should be on the buses for identification and advertising of the services offers. He would also like to see a COA bus at the Art in the Park event to give out information, booklets, newsletters etc. Edith said Janell should check with Josh Jamison to see if he would eliminate the fee that's normally required for something like this to be parked at the Art in the Park. Hal would also like to see use of COA in developing trips to attractions. It was reported by Janell Schroeder that a few excursions have occurred recently, for example, our bus was used to take Nu Roc residents to a Friday Fish Fry. Our bus will also be used soon to take a group of seniors to the Kovac Planetarium and another group will be going to see the "Kids From Wisconsin" concert in Antigo. Cliff Haskins offers that in the past these excursions were well attended. Gayle Webster states the Laona meal site attendees planned many of these past activities. She offers that using a bus for a big excursion needs fundraising since the cost of bus can be around \$1100.00.

Janell reports the County will host two sessions of a program from "Wisconsin Health Literacy" educating the public on the proper use of medications (including how to read medication labels, proper dosing times and conditions for best medication action, etc). The County Aging Unit will be paid \$200 for each of these presentations and they will be held in August. Wisconsin Health Literacy will also offer a \$25 cash prize drawing at each of our events.

Kate Schultz requested that the committee revisit monies she previously requested to enhance her salary. She petitioned for these monies last year and they were subsequently denied. Now

with the termination of the secretary position, previously held by Patty Egan, she is wondering if there are monies now available to increase her compensation. She has developed some information that she wanted to present to the committee at this time. However, since this was not on the agenda, she will need to wait and present this at the next meeting.

Sandy Martin (from GWAAR) states that this is the time that the Aging Unit has to start planning our goals for the 2016-2018 Aging Unit Plan. There will be listening sessions coming up regarding this. She gave examples of goal development related to nutrition, caregiving, Dementia care, Healthy living and recreational offerings. She said these plans now require a description of how the Aging Unit worked with the tribes to develop shared goals. Janell reported that she has already contacted the Potawatomi Aging Unit Director and they are meeting on June 18th to discuss this. Janell has left messages for the Mole Lake Aging Unit Director but hasn't received a response from her yet.

Adjourn: Motion to adjourn by Bob Sheperd; Second by Cliff Haskins. All in favor. Motion carried. Time 2:45 pm.

Respectfully submitted: Vicki Lemerande, Secretary, Forest County Commission on Aging with input by Diana Michlig and Janell Schroeder of the Forest County Office on Aging.

6/10/2015 and 6/12/15