

Forest County Commission on Aging

Meeting Minutes

December 8, 2015

11:00 a.m.

County Board Room, Courthouse, Crandon, Wi

Members Present: Huettl, Lemerande, Berg, Connors, and Ackley. Late arrivals: Weyers and Meier

Members Absent: Shepherd and Haskins (excused)

Others present: Tammy Queen, Danielle McLaughlin, Kate Schultz and Hal Weisnicht

- 1) Chairperson Edith Huettl calls meeting to order at 11:00 am.
- 2) Roll call was completed.
- 3) No introductions necessary. Lemerande motion to approve amended agenda, second by Connors, all in favor, motion carried.
- 4) The October 13th 2015 minutes were reviewed. Correction made to incorrectly listing Larry Berg's name as Larry Sommer. Motion to approve minutes with Correction by Berg, second by Ackley, all in favor, motion carried.

The Commission on Aging Meeting was suspended at 11:12 am for the purpose of conducting the Public Hearing for the Department of Transportation. Tammy Queen conducts the meeting. No public attendees were present. The presentation was given to the COA members present.

Tammy reviews the 85.21 DOT Elderly and Disabled Transportation Plans. See Public Hearing summary for further details.

The COA Committee meeting is reconvened at 11:35 am.

- 5) **Elderly Benefit Specialist Report:** Kate Schultz gives written and verbal report of activities. Report appreciated.
- 6) **Approval of Department of Transportation Grant:** Tammy reviews verbally with written plan application of 85.21 program grant. After review of public hearing. Motion made by Lemerande for approval of 85.21 DOT Transportation grant be submitted after 10 day waiting period of public comment. Second by Connors, all in favor, motion carried.
- 7) **Medical Escort Cost Share Rates:** Using data accumulated so far in 2015 the rate for users traveling over 2000 miles in a calendar year will be changed to \$1.05 per mile after 2000 mile. All clients will need to read policy and sign off indicating understanding of new rate policy. Motion made by Ackley to approve the Medical Escort Cost Share rates and to go into effect on January 1, 2016. Second by Berg, all in favor, motion carried.

- 8) **Medical Escort Volunteer Driver Policy:** The new policy will be effective starting 1/1/2016. Motion made by Connors to approve Medical Escort Volunteer Driver policy and starting date, Second by Ackley, all in favor, motion carried.
- 9) **Nutrition Program:** Move to enter into closed session at 12:00 pm for discussion of disciplinary action of an employee per Wi Stat 19.85 by Berg and seconded by Connors, all in favor, motion carried. Roll call: Lemerande, Berg, Connors, Huettl, Weyers, Meier, Ackley.

Closed Session: Wis. Stat. 19.85 (1) (c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. The closed session relates to disciplinary action of an employee

Motion to reconvene at 12:08p.m. by Connors, second by Berg, all in favor, motion carried.

Reconvene to open session to take action, if appropriate, on matters discussed in closed session at 12:09P.M. Roll call was completed and all remain present.

Motion to accept resignation of Jill Criel, Armstrong Creek Site Manager by Connors, second by Weyers, all in favor, motion carried.

A. Nutrition site update: GWAAR advises there by a Nutrition Board Committee for discussion of nutrition site matters. COA after discussion decides to keep current practice of including a Nutrition Update at every meeting of the COA. This will meet requirements. Tammy currently meets with Stephanie Mattson (nutritionist) and Adam Dewing (chef) routinely.

- 10) **Budget Updates:** Danielle Mclaughlin presents end of year data. She reports the nutrition program is doing well at this time with recent increases in meal donations and home delivered meals charges. She does report the meal allocation will be completely spent. IIIB funding is depleted. IIIE funding has approximately 1500.00 left in NFCSP program; and Gayle Alzheimer grant has approximately \$3,000.00 left but Gayle states that money will be gone by the end of the year. The grant will be COA starting in January.
- 11) **Director's Report:** Tammy reports the budget reports are completed; there will be upcoming nutrition training, including Safe Serv Training for herself and site managers; Tammy will have AFNCP/NFCSP training with Jane Mahoney from Gwaar later in the month. Tammy has placed one client on the NFCSP program. She sent out letter to other clients that possibly may be eligible for the program too. However, she has not heard any response from either client at this point. Gayle Webster had officially resigned from all current positions. Tammy will be looking into getting the drivers' recertified in Safe Driving in 2016. "Age of Love" movie is one objective for the 2016-2018 Aging Plan. Janell initially had it planned to be seen at the Alive to Live Conference

in May. However, Dianne Jacobsen, Oneida County Aging Director feels it would not be a good idea to have it for the conference but to have it as a separate event. Tammy thought to do it at Rouman Cinema and partner with Vilas and Oneida if they would like to be a part of the project. Larry Berg stated that we could do it ourselves and we could use the church he attends for the viewing. Tammy will be in touch with both Vilas and Oneida and get a final decision. The movie will cost \$300.00 to get the rights to advertise and view the movie. Tammy has been in touched with the movie Director, Steven Loring. He is willing to work with us.

- 12) **Other applicable matters:** Larry Berg revisits discussion surrounding fundraisering, in particular interested in a golf outing to raise money for the home delivered meal program. Richard Ackley wants to advertise, promote and raise money to advertise the Commission on Aging program. He asks for ideas for 2016 fundraisers. Bill Connors offers that a golf outing may require lots of time, planning and volunteer time to coordinate. Bill stated we just don't have manpower to put something like that together. Hal Weisnicht would like to see the COA present at Kentuck Days and Art in the Park to sell raffles and inform citizens of the program.. Bill asks Richard if maybe the Mole Lake Casino could donate a "package" for stay at the Casino for a raffle prize. Tammy stated that COA office will be putting together a cookbook of recipes from seniors in our county. She is advertising for it in the next newsletter. She stated that the funding to put this cookbook together will come from the Revitalization grant. The money earned from the sales of the book will be used for the nutrition program. Tammy reminds the committee that the fundraisers must generate the funds necessary for advertising, rentals etc. as the Office on Aging budget doesn't have the funding for fundraising. Danielle McLaughlin was complimented on all the hard work she does and ability to answer budget question when she is asked. Tammy stated she is a huge asset to our program.
- 13) **Adjournment:** Motion to adjourn meeting by Lemerande and second by Meiers at 12:40 p.m. All in favor, motion carried.

