

Forest County Commission on Aging

Meeting Minutes

August 11, 2016

1:15 pm

County Board Room, Courthouse, Crandon, WI

Members Present: Connors, Haskin, Huettl, Meier, Weyers, Shepherd

Absent: Ackley, Berg, Lemerande

Others present: Tammy Queen, Kathy O'Melia, Danielle McLaughlin, & Paul Milan

- 1) **Call to Order:** Chairperson Bill Connors calls meeting to order at 1:17pm
- 2) **Roll Call:** completed
- 3) **Introductions:** None needed
- 4) **Approve Agenda:** Motion to approve agenda as presented by Huettl, seconded by Sheperd, all in favor, motion carried.
- 5) **Approve June 14th meeting minutes:** Motion to approve minutes as presented by Huettl, seconded by Sheperd, all in favor, motion carried.
- 6) **Elderly Benefit Specialist Report:** Kathy reported on the month's activities, busy with training for SAMS. She will have another session in October. Kathy has had 6 days of training out of the office. She attended a WABS conference in June in Green Bay, found it be very helpful. Kathy has an increase of 33% from April/May and is working 32 hours/weekly. Kathy stated her attorney does not answer questions having to do with the Homestead Tax Credit Kathy works on for many local seniors, she would like to have a waiver, or form letter stating the EBS is not responsible for this report. Paul stated he would check with Paul Payant, Corp. Counsel on this matter as this is a huge revenue maker.
- 7) **Budget Update:** Danielle gave a detailed report. There was a discussion on Family Care coming to Forest County in July, 2017 and the impact it will have. Tammy discussed that the state is redesigning the allocation formula that is used to allocate each county/tribe Aging problem allocation. Some counties will be receiving more and others less in the next 3 years. Administration on Aging will need to approve the new formula; therefore, we won't know what our allocation will be until late this Fall. Also Directors were instructed by the State to budget 5% less for 2017 in case we are a county that will receive less funding.
- 8) **Closed Session:** Motion to go into closed session was made by Huettl, seconded by Sheperd. All in favor, motion carried. Roll call was taken by Connors. Huettl-Aye, Connors-Aye, Meier-Aye, Haskin-Aye, Weyers-Aye, Sheperd- Aye and 3 absent.
- 9) Motion to go back into open session was made by Huettl, seconded by Haskins, Roll call was taken: Connors- Aye, Haskins- Aye, Meier- Aye, Weyers- Aye, Huettl- Aye, and Sheperd- Aye, all in favor, motion carried. Huettl made a motion the COA board send a letter to Personnel

- for” the special employee” be compensated \$1.00/hour increase, seconded by Haskins. All in favor, Connors abstained, motion carried.
- 10) **Closed Session:** Motion to go into closed session made by Shepherd, seconded by Weyers, all in favor, motion carried. Roll call taken by Connors. Connors-Aye, Huettl-Aye, Meier, Aye, Weyers-Aye, Haskins-Aye and Sheperd-Aye, and 3 absent.
 - 11) Shepherd made a motion, seconded by Huettl to go into open session. Roll Call was taken by Connors, Connors-Aye, Huettl- Aye, Meier, Aye, Weyers, Aye, Haskins-Aye and Sheperd-Aye and 3 absent. All in favor, motion carried. Shepherd made a motion the person in question who has been disruptive and abusive on the bus be suspended for 30 days. Huettl seconded this motion, all in favor, motion carried. A certified letter will be sent.
 - 12) **Nutrition Update:** There was a Serv Safe training for all site managers June 24th, all sites are certified. The people count is up, however, donations are down.
 - 13) **Transportation program Update:** Tammy reported she has two applications for bus drivers.
 - 14) **A. Approve Passengers Behavior Policy for Bus/Van routes.** A motion was made by Huettl, seconded by Haskins to approve the policy. All in favor, motion carried.
B. Approve Bus/Van Route policy: Huettl made motion, seconded by Meier to approve policy. All in favor, motion carried.
 - 15) **Reapprove Home Care Program policy with revisions:** Motion was made by Shepherd, seconded by Weyers, approved revised Home Care policy. All in favor, motion carried.
 - 16) **Approval AFCSP consumer allocation:** Tammy reported that we Aging received a \$1,259.00 increase in AFCSP funding and due to the program guidelines, she is having a hard time enrolling people into the program. She asked if she could increase each consumer’s allocation from \$ \$3,000 to \$4,000, if nobody else enrolls in the next few month. Huettl made a motion to approve allocation increase, seconded by Haskins, all in favor, motion carried.
 - 17) **Director’s Report:** Tammy told the committee that their will a caregiver conference on October 13th, Dementia Virtual Tour on November 10th. She stated she has been working with Penny at FC Potawatomi and Kristine, Director at AGI Healthcare to get this set up. She also told the committee that she is working with Nicolet College and Oneida County’s Aging to have “Age of Love” movie played at Nicolet College’s theater on Feb 3, 2017. That it will cost us \$100.00. Strong Bone will be taught by an outside person and it will be from Set. 12-December 3rd. Told them that Armstrong mealsite manager will be on vacation all of September and half of October. Crandon mealsite manager will be going on vacation on Sept. 12 for a week and that she is working on coverage for that time. Also she is working with Naunka technology to set up a website for the Aging Dept. She has also set up an account on Facebook. She will be launching both in the next month.
 - 18) **Revitalization Grant update:** The garden is coming along. We are using what is be harvested from the garden in the soup/Salad bar. All sites have been able to try the soup/salad bar. The patio is going in at the garden and the raised beds are being built. Jeff Krueger has been donating a lot of his time and talent to help Jill and I. He built some additional wooden garden boxes. We are working with the Crandon Library to create a cookbook with Gayle’s recipes. Forest County Historical Society has donated pictures for the cookbook. We are having a Garden Celebration on September 9 at the community garden from 10-1.

19) Other applicable matters: none

20) Adjourn: Haskins made a motion, seconded by Weyers to adjourn. All in favor, motion carried. 2:50PM.