

Forest County Commission on Aging

Meeting Minutes

October 11, 2016

1:15 p.m.

County Board Room, Courthouse, Crandon, WI

Members Present: Cliff Haskins, Jeannie Weyers, Edith Huettl, Vicki Lemerande, Bill Connors, Mary Meier, Larry Berg, Richard Ackley, Bob Shepard

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

1. **Call to order:** Meeting called to order by Bill Connors at 1:15 PM.
2. **Roll Call:** Completed with all members present.
3. **Introductions:** no new introductions needed.
4. **Approve Agenda:** *Motion to approve agenda by Huettl, second by Berg. All in favor, motion carried.*
5. **Approve Aug 11, 2016 Meeting Minutes:** *Motion made by Shepard to approve the Aug 11, 2016 minutes as published, Second by Huettl. All in approval, motion carried.*
6. **Elderly Benefit Specialist Report:** Complete detailed report of EBS activities over past 2 months presented by Omelia. Included in report O'Melia reports she has been very busy with increased calls and activities. Among other items Kathy has given Medigap Insurance, Open Enrollment and Medicare presentations with good turnout. Kathy will be scheduling open enrollment appointments for citizens and she offers a flier to announce this. She brings to light issues with patients in hospitals classified as Observation Bed status. This status can result in insurance and Medicare issues of non-coverage. This is of particular concern for those who may need Nursing Home Care before returning to home. Medicare covers when there is a 3 day qualifying stay in the hospital. So it is important for patients to know their admission status to be able to make good decisions about further care post hospital stay. She also notes there have been clients who are receiving bills from hospital before insurance submission and also before Explanation of Benefit statements. Often these bills are both accurate without subtracting insurance payments from amount due. Kathy also submits a complimentary letter of her assistance to a client who stopped to see her about a probate matter involving a car.
7. **Budget Update:** Danielle is present and gave a detailed report of her activities. She has shared cost of Tammy's wage covered by Grant funds. Danielle reported the Nutrition program is doing okay at present time. NSIP funding was transferred into congregate

meal sites funding to get us through the rest of the year. The 2017 proposed budget is completed and changes may need to be made per Finance Committee and/or County Board. The budget is greater than last year by \$7,175.00. Danielle's hours have increased from 8-10 hours per week.

8. Nutrition Program Update:

- a. Discuss and possibly take action on raising the suggested donation for congregate and Home Delivered Meals for 2017. Current donation is \$3.00 for congregate and \$3.75 for home delivered. Thus far this year 200 more meals have been served than 2015. Tammy discussed with the Committee raising meal prices. Danielle interjected that at this time she feels the increase for cost of meals can wait until later in year to avoid having excess funds collected that would need to be returned to the state. Tammy discloses that Armstrong Creek would like to have meal 2 days a week rather than the once weekly that now exists. She is however unable to budget for this at this time unless she had further funds to cover. Tammy also informed the Committee that BADRC may demand a change in practice to include offering 3 fruits/vegetables in the meals. This would increase meal prices of \$.30-\$.40 cents per meal. If this occurs, there may be a need to make cuts with meal site days. Per Danielle in 2016 state monies received have been \$51,000.00 for congregate and \$16,000.00 for home delivered. Any excess in donation funds are carry-over for the first three months of the year to cover costs until GWAAR money is received. Tammy offers that Adam Dewing (caterer) charges \$5.40 per meal at this time. There is talk of having a community garden next year to supplement the soup and salad bar once again. Cliff offers that there is to be a donation increase for attendees, it should be a one-time increase of possibly \$.50/meal rather than 2 separate increases.
- b. Discuss rent cost for each site. A current monthly rent for all sites totals \$400.00 or \$4800.00 annually. Tammy sent a letter to communities to see if they would consider donating the rent costs of the hosting facilities in the townships. She has not received any replies back yet as it was just sent out a week ago.
- c. Approval of renewing Contracts with Adam Dewing. Currently Adam is the only caterer bidding and he has not raised his prices in his most recent bid over the previous year's costs. The bid needs to be completed every 4 years and can be re-investigated annually as needed. *Motion by Huettl to approve the Catering Contract. Seconded by Berg. All in favor, motion carried.*

- 9. Transportation Program Update:** The Transportation Grant needs to be approved by Dec 15, 2016. Tammy states she could get an extension if needed. The grant is for \$69,579.00. Our next meeting would be in December. Committee decided to move up

our scheduled next meeting to Nov 29th at 1:15PM to accommodate DOT Hearing first and Committee meeting to follow expediting grant approval process.

10. **2017 Transportation grant** – Scheduling public hearing: accomplished as stated above.
11. **Discuss and possibility of taking action on raising Bus fare for 2017.** Currently costs \$3.00 to ride the bus. Bob suggests an increase in this fare. Tammy offers that Marinette charges \$5.50 to ride their bus. Bob feels the residents would bear the cost increase well. After discussion *Meyer motions to increase the fare to \$4.00/ride starting Jan 1, 2017. Seconded by Huettl. All in favor, motion carried.*
12. **Alzheimer's Family Support Program Update:** Tammy reports there is \$6661.00 allocated for 2017. This new allocation is less than last years. Lost funds are in due to Family Care coming in 2017. All counties have taken cuts once Family Care comes to a county. Currently there are 4 clients in the Alzheimer's program receiving services and 5 clients in the National Family Care Program.
13. **Directors Report:** Tammy offers detailed report of her activities and accomplishments. She reports the Strong Bones Program is successfully received and in fact there are 2 programs taking place to accommodate all participants. The classes are for 12 weeks and take place twice weekly, currently located at the Library. As of Oct 2016 Tammy must choose programs with the highest "Evidenced Based Outcomes" to promote in order to use GWAAR funds. She reports on upcoming Caregiver Conference and the Virtual Dementia Tour. She has partnered with the Nursing Home (AGI) and the Potawatomi and Alzheimer's Assoc. to help provide these programs. The Resource Directory needs to be revised for the next publishing and distribution. Weyers and Shepard to work on updating the current book before publishing next one.
14. **Revitalization Grant Update:** The grant is parceled out and Tammy will complete the report by Nov 1st.
15. **Other applicable matters:** Tammy also offers that there will be a person working in a job training program who will be assisting her in the office. The person will start Monday, October 31. The person is paid by DVR and she will be able to work for 90 days. The 2018 allocation from GWAAR will be coming out this week. Tammy suspects that the allocation will remain the same. A refrigerator was donated to the Laona meal site. The Wabeno site received chairs donated by the Trinity Lutheran Church. Tammy reports the new bus driver is doing really well. She reports some routes have severely low ridership. Bob offers that the solution is an increase in riders but does not seem to be happening. There are no other matters to discuss.
16. **Adjourn:** *Motion by Berg to adjourn. Second by Shepard. All in favor, motion carried. Adjourn at 2:25PM.*

Summited by Vicki Lemerande, Secretary/Tammy Queen, Director

