

## **Forest County Commission on Aging**

### **Meeting Minutes**

November 29, 2016

1:35 p.m.

County Board Room, Courthouse, Crandon, WI

**Members Present:** Bill Connors, Edith Huettl, Larry Berg, Bob Shepherd, & Vicki Lemerande

**Absent:** Cliff Haskins, Mary Meier, Jeanne Weyers, and Richard Ackley Jr.

**Others Present:** Tammy Queen, Paul Millan, Malora Walentowski, Kathy O'Melia, Danielle McLaughlin, and Dan Pedersen

1. **Call to order:** Regular Meeting called to order at 1:35p.m. By Connors.
2. **Roll Call:** Roll call taken and quorum met.
3. **Introductions:** Malora Walentowski working with Headwaters DVR Program here on a 3 month assignment.
4. **Approve Agenda:** *Motion to approve agenda by Sheperd, second by Huettl, all in favor, motion carried.*
5. **Approve Oct. 11, 2016 Meeting Minutes:** *Motion made by Berg to approve the October 11, 2016 minutes, second by Sheperd, all in favor, motion carried.*
6. **Elderly Benefit Specialist Report:** O'Melia was present to update committee on her events from Oct. 2016 through November 27, 2016. A detailed report was given of her activities. She has been particularly busy with Open Enrollment for Medicare. The ADRC staff has been of help to her in this. She has attended training per the enrollment and a Market Plan refresher with discussion of VA issues. She attended another telephone training related to SAMS data entry. She report her phone calls have increased dramatically over the past months. Committee expresses appreciation of detailed report.
7. **Budget Update:** A comprehensive budget report was submitted for inspection and reviewed in detail. Tammy does offer that there will be a reduction in Alzheimer's family and Caregiver Support Program funds from the previous year as clients will be entering Family Care Program. Goals for the 3 year Plan were revised and were reviewed and under 6-B the Elder Nutrition Program it is noted there will be 2 presentations for healthy or lifestyle classes provided by Office on Aging in each year 2016, 2017 and 2018. Under 6-C Services in Support of Caregivers it is noted that due to cost associated with a conference the Virtual Dementia Tour will be a separate event from the Caregiver Conference. The Dementia Virtual tour will be in Crandon by 12/31/16 and 12/31/18. Tammy explained to the committee that the Dementia Virtual Tour was cancelled due to the facilitator being ill but she is working along with FC Potawatomi Aging Director to

reschedule the event next spring. There is a change in training deadline for the newly developed "101" Training from 12/31/16 to 12/17/17. Under 6-E Healthy Aging, the Office on Aging will partner with the Potawatomi Tribe to offer 2 Stepping On Fall Prevention, Strong Bones or Tai Chi classes or Living Well with Chronic Conditions classes by 12/31/16 and 12/31/17. Forest County will contribute to the "Senior Speed Dating" film. The Speed Dating event will be a separate event held by 12/31/17.

- a. Approve GWAAR Budget or 2017. Motion by Huettl to approve the 2017 GWAAR budget, second by Berg, all in favor, motion carried.
- b. Approve C1-C2 Transfer (congregate to home delivery). Motion by Berg to approve the transfer of funds from C1 to C2, second by Huettl, all in favor, motion carried.
- c. Approve Amendments to AU 3 year plan as presented above. Motion by Lemerande to approve the revisions to the AU 3 year plan, second by Sheperd, all in favor, motion carried.

**8. Nutrition Program Update:**

- a. Discuss and possibly take action on raising suggested donation for Congregate and Home Delivered Meals for 2017. Discussion with Danielle ensues with Danielle pointing out that currently the program is financially stable. No action is required as there is no need to raise the donations and there was no budgeted increase for 2017.
- b. Discuss the rent cost for each meal site: Tammy indicated that the Town of Wabeno and the City of Crandon were the only townships to vote to waive the rental fees for the meal sites. Laona stated that they would waive the rental fee if everyone else did and Armstrong Creek and Alvin voted no on waiving the rental fees. Committee instructs Tammy to put a Thank You ad in the newspaper thanking the Town of Wabeno and City of Crandon.

**9. Transportation Program Update:** Discussed in detail at the DOT Public Hearing.

- a. Approve Transportation Grant: Motion made by Lemerande to approve the 2017 DOT 85.21 grant as presented, second by Sheperd, all in favor, motion carried.

**10. Alzheimer's/Family Support Program Update:** Tammy offers that there have been 2 referrals that are on the wait list to be served at this time due to lack of funds. She reports there are 4 clients in each program.

**11. Directors Report:** Tammy reports that she and Jill from Health Department are working together to keep the soup/salad bar and community garden going in 2017. They complement each other. Tammy, Jill and Mary Stys had worked extensively on the Revitalization Grant. Tammy presented the final results of the grant showing that the

numbers decreased but indicates that we lost some HMD participants to death over the summer and suspects that was the reason for the decrease. Overall, the grant was successful. Many loved the soup and salad bar and want it next year again. The Nutrition sites will be closed the week of Christmas and in preparation for this, home delivered meal participants will receive frozen meals that will be delivered the week before. The cookbooks are not selling well. The original fee was \$10.00 but now reduced to \$5.00 to see if these can get sold and they will be exhibited in some area businesses to aid in selling. Tammy told the committee that the Wabeno ATV club gave a \$200.00 donation to be used for some sort of community picnic. Ridership is down on the bus routes, thus they will possibly offer one month ride the bus free to increase bus route riders. Likely offering this incentive in February when the "Age of Love" movie is to be presented in Rhinelander at the Nicolet College Theater. Tammy stated that 2 more Strong Bones Classes will be offered Starting January 9<sup>th</sup> with a registration to be held on December 19<sup>th</sup> at the Crandon Public Library.

12. **Family Care Update:** Millan indicates that we will not know who the MCo's will be until January when the state makes their decision. RFP's were due to the State from the MCOs' on November 9<sup>th</sup>.
13. **Other applicable matters, if any, as allowed by law:** There are no matters offered for discussion. The next COA meeting will be Feb 14, 2017.
14. **Adjourn:** *Motion by Berg to adjourn at 2:20p.m. Second by Sheperd, all in favor, motion carried.*

*Submitted by: Vicki Lemerande, Secretary and Tammy Queen, Director*

