

Forest County Commission on Aging

Meeting Minutes

June 13, 2017

1:15 pm

County Board Room, Forest County Courthouse

Members Present: Jeannie Weyers, Bill Connors, Cliff Haskins, Edith Huettl, Mary Meier, Vicki Lemerande, and Robert Sheperd.

Absent: Richard Ackley, Larry Berg

Others Present: Tammy Queen, Paul Milan, Kathy O'Meila, and Dan Pedersen.

1. **Call to Order:** Regular Meeting called to order by Bill Connors at 1:15 p.m.
2. **Roll Call:** Roll call taken and quorum met.
3. **Introductions:** Dan Pederson - driver
4. **Approve Agenda:** Motion by Weyers to approve agenda, seconded by Huettl, all in favor, motion carried.
5. **Approve April 11, 2017 Meeting Minutes:** Motion by Sheperd to approve meeting minutes as reviewed, seconded by Haskins, all in favor, motion carried.
6. **Budget Updates:** Tammy told the committee that Danielle McLaughlin has taken a new position with The Highway Department. Stephanie Cassidy is assisting with oversight of Aging Programs and LTC program until we figure things out. Health Promotion dollars have been spent for the most part with \$12.00 left. All other areas are doing well. Also reported that she and Jill Krueger are the Interim Social Service Directors.
7. **Elderly Benefit Specialist (EBS) Report:** Detailed report given by Kathy O'Melia. She provided written report of her accomplishments. She includes her continued training with SAM data entry program.
8. **Transportation Program Update:** There is still a need for a bus driver. There is an applicant, a decision will be made on Monday after Tammy, and Personnel Committee interview's the applicant.
9. **Discuss and possible approval to request DOT Trust finding to purchase a new vehicle.** Tammy presents that currently there are three vehicles leased through Headwaters (2 buses and 1 van). There is County owned vehicle, which is a 2008 Dodge Caravan that has been problematic. It has 51,000 miles on it. It is not user friendly as well making it difficult for some people with mobility issue to get into it. Dan suggests a SUV vs Van

type vehicle as a new replacement. Dan indicated the vehicle should be All Wheel Drive. Trust fund currently has \$65,000.00 in it. If we exceed \$80,000, we will have to return the overage to the DOT. In addition, DOT requires that we show each year that we are planning and using the trust fund for county transportation needs. Motion to approve the Commission on Aging Director to use DOT trust funds to purchase a new SUV vehicle, not exceed \$40,000 by Huettl, seconded by Shepard, all in favor, motion carried.

10. **Nutrition Program:** A. Site Update: All sites are doing well. Mandatory training for 2017 is almost completed. There will be a regional site manager training in October 2017 that is mandatory for all site managers and back up site managers to attend. Tammy produced and reviewed Nutrition participant survey results from 2016. Copies were available for committee members to review. Armstrong Creek continues to want a second day for congregate meals and HDM, but currently this is not feasible.
11. **Director's Report:** Tammy reports they have completed the Virtual Dementia Tour; Alive to Life Conference was in Rhinelander on May 4th and attendance was good. Tammy reported that the Nursing Home closed on May 12th and we had 4 transitioned from the nursing home into Long term care She reports there will be a free presentation of a book written by Gov. Schreiber, My Two Elaine's; on July 27th at 3 PM., Tammy and Terese Poe are working on the setting this up. Tammy has written three grant applications: (1) A Revitalization Grant applied for a \$7500 grant to purchase a dishwasher and funding to cover wages for Mary Stys to work at the Community Garden once a week. (2) Commission on Aging received a \$500.00 grant for the Walk with Ease program to begin no later than October and will use a trained Jacee Andersen and one volunteer to administer program. (3) A grant application for "Sip and Swipe" class to teach computer skills to seniors. Tammy reports Liz Wiwialowski retired teacher from Armstrong Creek will spend some time at the Armstrong Creek site to teach computer skills. Tammy also updated the committee that she has met with both MCO's, received and signed contracts after Corp Counsel approved contracts.
12. **Family Care Update:** 58 people will have transitioned by July 1 to Family Care. There will be a few weeks to update and close the files on this endeavor.
13. **Other applicable matters, if any, as allowed by law:**
14. **Adjourn:** Motion to adjourn by Huettl, seconded by Shepard, all in favor. Motion carried. Adjourn at 2:00 p.m.