

**Forest County Commission on Aging**  
**Meeting Minutes**  
**June 12, 2018**  
**1:15 pm**  
**County Board Room, Courthouse, Crandon, WI**

**Members Present:** Larry Berg, Mary Meier, Bob Shepherd, Vicki Lemerande, Jill Zagar, Cliff Haskins, Scott Goode, Tammy Queen

**Absent:** Edith Huettl, Jeannie Weyers (excused), Richard Ackley Jr.

**Others Present:** Dorothy Kegley and Arlet Steel

1. **Call to Order:** Regular Meeting called to order at 1:17 pm by Berg.
2. **Roll Call:** Roll taken and quorum met.
3. **Introductions:** Dorothy Kegley, Arlet Steel and the new county board members.
4. **Approve Agenda:** Motion to approve agenda by Haskins, second by Lemerande, all in favor, motion carried.
5. **Approve April 10, 2018 Meeting Minutes:** Motion by Lemerande to accept April 10, 2018 minutes, second by Shepherd, all in favor, motion carried.
6. **Elder Benefit Specialist (EBS) Report:** Kathy O'Melia presents activity report to cover period 4/1/10 through 5/31/18. In addition to the reported monetary and client impacts she has attended training in Woodruff related to Medicare Fraud and Debtor/Creditor/Collection issues. She attended training in Stevens Point on reporting. She attended the meal sites and did presentations on new Medicare cards. She is working to set up some services to seniors for Homestead Tax Credit Preparation for next year. She has a new system to work with for tracking her time in 15 minute increments. She is also working with her superiors to get a needed volunteer at ADRC to help her out.
7. **Discuss and possible approval of changing the by- laws to have three supervisors sit on the committee:** County Board Chairman, Tom Tallier has appointed 3 County Board Supervisors to sit on the COA committee. This would necessitate adding another civilian member as well to insure voting could ensue without a tie vote on issues. Motion made by Shepherd to continue with same make up of COA Board according to the current by-laws, due to the difficulty in getting citizens to serve on the Board. Second by Haskins,

all in favor, motion carried. Scott Goode offered to withdraw from the committee. He will talk with Chairman Tallier to discuss further.

8. **COA Committee Elections:** The positions up for election are Chairperson, Vice Chair and Secretary. Nomination by Shepherd of Larry Berg as Chairperson; seconded by Meier. No other nominations are tendered. All in favor, motion carried. Nomination by Berg of Shepherd for Vice Chairperson; seconded by Lemerande. No other nominations tendered. All in favor, motion carried. Nomination by Shepherd of Lemerande for Secretary, seconded by Meier. No other nominations tendered. All in favor, motion carried.
9. **Review and approve for new COA committee member and forward to County Board Chair for approval:** Motion by Shepherd to approve the application from Arlet Steel for the position on COA Committee, filling the vacant seat of Huettl and to forward to the County Chairman for approval; second by Haskins. All in favor, motion carried.
10. **Accept Annual Report and forward to full County Board:** After review of the Forest County Dept. on Aging Annual Report for 2017 motion made by Haskins to approve report and forward to the full County Board; second by Shepherd, all in favor, motion carried.
11. **Nutrition Updates:** Queen reports the meal sites are generally doing well. There is increased attendance in Wabeno as well as increase in HDM. Armstrong Creek seeks another day; however they are able to travel to the Goodman site and they were offered transportation to attend the Crandon meal site twice a month and there has been no response.
12. **Work on AU 3-Year Plan goals:** The plan is nearly complete and needs to be set with goals by 7/20/18. Queen met with meal sites and compiled surveys with meal site participants. Queen is working on getting services that are from Evidenced Based Program offerings for Healthy Aging. Refer to Draft of Forest County Office on Aging Unit Plan 2019-2021. Queen asked for input from the board members and suggestions were to add another health promotion class. Queen explained that volunteers would need to commit for the aging unit to pay a significant amount a money to train a leader for some of the classes discussed.
13. **Budget Updates:** Queen reports there is a new fiscal person, Cinde Nichols, working with COA and DSS. Cinde has previous experience working with aging program budgets. She is working 16 hours per week for the COA. Queen discussed the current budget and will have a more complete report the next meeting. The Potawatomi Tribe receives

grant money as well and gave the county their allocation, as many of their tribal members do not meet the income guidelines.

14. **Directors Report:** Queen submits her report of activities. She reports on the Purple Tube Project, The Alzheimer's and Dementia programming for businesses, and Transportation challenges as there are less drivers than previously and she has problems finding rides to appts. She reports there is a 5- year Transportation plan meeting scheduled for June 26, from 1:30 – 3:30 in the county boardroom. There have been bus problems as well. The bus may need to be taken to another servicing agent to insure timely and appropriate servicing to make bus reliable. Last bus outing resulted in bus breaking down and needing tow as well as participants returned to their homes. Queen reminds Board of previously planned appearance by Denise Larson from CIL, a transportation company that offers to find drivers for citizens needing rides to medical appointments. Forest County currently has only one volunteer driver for medical escort. They were not able to be included on this day's agenda but might be able to come to next meeting to present to Board, their services and costs involved for the Boards better understanding. Due to urgency of needing volunteer drivers, Board offers to meet next month for this presentation if it can be arranged. Queen will attempt to get this meeting in place with the CIL to present to Board.
15. **Other applicable matters, if any, as allowed by Law:** Haskins brings up questions about the salad bar offering in Laona and participants enjoyment of fresh garden vegetables. Lemerande is wondering if a Thank You can be sent to Huettl for her years of service on the Board. Zagar offers some suggestions relating to the goals for the Aging Unit Plan as well as thoughts on a small community garden in another town. Zagar compliments O'Melia for her good work as EBS.
16. **Adjourn:** Motion by Lemerande to adjourn meeting, second by Shepherd. All in favor, motion carried. Adjourn 3:30 pm.

Minutes Submitted by Vicki Lemerande, Secretary

