

## Forest County Commission on Aging

### Meeting Minutes

August 11, 2020

1:15 pm

County Board Room, Forest County Courthouse, Crandon, WI

**Members Present:** Wendy Abney, Larry Sommer, Jean Jungwirth, Bob Shepherd, Arlet Steel, Mike Miller

**Absent:** Jack Matuszewski, Jeannie Weyers and Mary Meier

**Others Present:** Tammy Queen, Kathy O'Melia (via Go To Meeting)

- **Call to Order:** Meeting called to order by Miller at 1:15 p.m.
- **Roll Call:** Roll call taken and quorum met.
- **Introductions:** Self-introduction of committee members for benefit of new members.
- **Approve Agenda:** *Motion by Sommer to approve agenda as presented, second by Shepherd, all in favor, motion carried.*
- **Approve June 9, 2020 Meeting Minutes:** *Motion by Abney to approve June 9 Meeting Minutes as presented, second by Steel, all in favor, motion carried.*
- **Public Comment on Agenda Items:** None.
- **EBS Update:** Kathy O'Melia presents her report covering dates from June, 2020 to August, 2020. She reports that she continues to work from home, via phone, email and online staff meetings. She reports that videos on Medicare can be found on the ADRC website. A recent case had a positive outcome. Many programs in which she is involved have taken steps to reduce risk of exposure for clients to COVID-19. The ADRC has sent articles to the press media regarding COVID-19. Kathy continues to make courtesy calls and provide assistance to Aging and Disabled persons in areas of health insurance, medications and food. Kathy has taken part in several training webinars, in the areas of unemployment and scams that involve braces.
- **Budget Updates:** Queen reports that the Commission on Aging is doing well financially. She has made allocation transfers as needed. The state of Wisconsin requires that stimulus funds be used first; these funds can be transferred to the 2021 budget but must be used by September 30, 2021. All of the Elder Benefit Specialist allocations has been transferred to the ADRC, Aging is no longer the middle person for claiming the EBS allocations.
- **2019 Annual Report:** Queen reports that 18,381 meals were served and 15 people were served by Caregivers. Health Promotion programming was extensive in 2019. *Motion by Sommer to approve 2019 Annual Report and forward to full County Board, second by Shepherd, all in favor, motion carried.*
- **Nutrition Updates: A.** *Motion by Abney to approve RFP (Request for Proposal) to be posted for meals bids for Senior Nutrition Program, second by Jungwirth, all in favor, motion carried.*
- **Nutrition Updates: B.** *Motion by Shepherd to approve Conducting HDM (Home Delivered Meals) Test Tray Temperature Monitoring Checks policy, second by Sommer, all in favor, motion carried.*

- **Transportation Updates:** Garage floor and aprons projects have been completed. The new bus will most likely be arriving in February or March due to DOT needing to rebid for manufacturer. The van is being used to transport the two people who are taking advantage of the transportation program as the air conditioning works in the van, but not in the small bus.
- **COVID-19 updates:** Carry-outs and home delivered meal bulk delivery is working well. State guidelines for conducting safe Health Promotion Strong Bodies classes exist but Forest County cannot conduct classes under these guidelines nor will Health Promotion Strong Bodies classes be conducted online due to lack of interest from participants. Community members are wanting in person classes, but at this time it is impossible to meet Wisconsin Institute for Healthy Aging's safety requirements.
- **Director's Report:** Home visits are discouraged at this time due to COVID-19. Four more pages have been added to the newsletter, to include games, trivia and story prompts.
- **Next Scheduled Committee Meeting: October 13, 2020 in CBR at 1:15 p.m.**
- **Adjourn:** *Motion by Sommer to adjourn at 2:46 p.m., second by Abney, all in favor, motion carried.*

Submitted by J. Jungwirth.