

COMMISSION ON AGING COMMITTEE MINUTES

COMMITTEE: COMMISSION ON AGING
DATE: NOVEMBER 10, 2022
TIME: 10:00 A.M.
PLACE: FOREST COUNTY COURTHOUSE COUNTY BOARD ROOM

CALL TO ORDER

Chairperson Miller called the meeting to order at 10:15 A.M.

ROLL CALL

Members present: Koziol, Miller, Black, Sommer, Van Grinsven
Not Attending: Jungwirth, Abney, Sponable
Others Present: Fohrman

APPROVAL OF AGENDA

Motion by Sommer to approve agenda at chairpersons' discretion, second by Van Grinsven. All present voting (AYE). Motion carried.

APPROVE MINUTES

Motion by Koziol to approve Commission on Aging minutes from the November 2nd, 2022 meeting, second by Sommers. All present voting (AYE). Motion carried.

PUBLIC COMMENT

Discussion on the registered dietician's position and the future posting of the position for approval of the Committee and forwarding the position to personnel. Director will add this as the next Agenda item.

UPDATE ON RESIGNATION OF BRIA SWARTOUT, FISCAL AGENT

Motion by Black to forward the fiscal agent position to Personnel, second by Koziol. Options for adjustment until a new fiscal agent is hired includes conversation with Social Services Director about the LTE position and its progress in hiring, speaking with Highway Office Manager about assisting with some limited hours, contacting a temp agency, and Black volunteering some limited hours.

UPDATE ON INTERVIEWS FOR THE POSTED BUS DRIVER POSITION

Motion by Black to hire two bus drivers at the November 21, 2022 Personnel meeting, second by Van Grinsven.

DRAFTING THE COA BY-LAWS

Open discussion on Article I, section 1-3, Article II sections 1-5, and Commission on Aging's Mission Statement. Will continue drafting the by-laws at upcoming meetings.

FUTURE AGENDA ITEMS

- Posting of the Registered Dietician's position
- Continuation of the drafting of the by-laws.
- Update of the fiscal position with possible action needed to fill the position
- Update on transportation and bus purchase
- Procedures to recruit new committee members
- Discussion with Rules & Regulations Committee about allowing the Committee of Jurisdiction to be able to post open employment positions upon the majority of eligible voting members to eliminate the need to go to personnel and expedite the hiring process.

NEXT MEETING

The next meeting of the Commission on Aging Board will be December 13th, 2022 @ 10:00 A.M.

ADJOURNMENT

Motion to adjourn by Koziol, second by Sommers. All present voting (AYE). Motion carried.

These minutes are not official and are subject to change. They will be officially approved at the next scheduled Office on Aging meeting.