

FOREST COUNTY COMMISSION ON AGING MINUTES

COMMITTEE: FOREST COUNTY COMMISSION ON AGING
DATE: NOVEMBER 2, 2023
TIME: 12:00 P.M.
PLACE FOREST COUNTY COURTHOUSE COUNTY BOARD ROOM

CALL TO ORDER

Vice-Chairman Sommer called the meeting to order at 12:00 P.M.

ROLL CALL

Members present: Jungwirth, Koziol, Sommer, Abney, Hill, Black (via telephone)

Members absent: Miller, Van Grinsven

Others Present: Kathy Fohrman

APPROVAL OF THE AGENDA

Motion by Hill to approve agenda as amended at the chairperson's discretion, second by Koziol. All present voting (AYE). Motion carried.

APPROVAL OF THE OCTOBER 10, 2023 MEETING MINUTES

Motion by Koziol to approve minutes from October 10, 2023 meeting, second by Abney. All present voting (AYE). Motion carried.

PUBLIC COMMENT

None.

OPENING OF THE PROPOSED CATERING BIDS

The only bid received was from the current caterer, Lynn's Catering. This bid was opened by Vice-Chairman Sommer. Sommer read the cover letter to the COA Committee.

DISCUSSION AND POSSIBLE ACTION FOR EVALUATION OF THE CATERING PROPOSAL AND POSSIBLE INTERVIEW WITH THE COUNTY BOARD

The bid from Lynn's Catering requests the same price per meal as the 2023 contract. Interview by County Board of Lynn's Catering was determined to be unnecessary. Motion by Black to accept bid from Lynn's Catering, second by Abney. All present voting (AYE). Motion carried. Tentative Contract Execution is November 21, 2023.

DISCUSSION AND POSSIBLE ACTION OF LAKELAND CARE AND INCLUSA CONTRACTS FOR TRANSPORTATION

Corporation Council Paul Payant reviewed the contracts submitted by Lakeland Care and Inclusa and determined that they are general service contracts. He advised that the Forest County Board Chairman should be asked to sign the contracts. Lakeland Care Rates of Transportation document has been signed by COA Director Fohrman on October 3, 2023. Director Fohrman has asked Inclusa to separate Transportation and Meals within their contract. Director Fohrman was told from Lakeland Care that there is one contract per EIN (Tax ID) that auto renews. Motion by Hill to accept the Lakeland Care

and Inlusa contracts as submitted subject to the signature of the Forest County Board Chairperson, second by Abney. All present voting (AYE). Motion carried.

DISCUSSION OF THE RESIGNATION OF DEBBIE BROCK. DISCUSSION/ACTION ON POSTING FOR THE CRANDON MEAL SITE MANAGER POSITION

Motion by Koziol to accept resignation of Debbie Brock, second by Hill. All present voting (AYE). Motion carried. Motion by Hill to allow the COA to post the opening immediately, second by Koziol. All present voting (AYE). Motion carried.

DISCUSSION AND POSSIBLE ACTION ON POSTING FOR AN ADDITIONAL BUS DRIVER

No action taken.

DISCUSSION AND POSSIBLE APPROVAL OF THE BY-LAWS DRAFT

Motion by Abney to approve and finalize the most recent By-Laws Draft, dated 11.2.23, second by Jungwirth. All present voting (AYE). Motion carried.

DIRECTOR'S REPORT

- Director Fohrman has submitted the application for the 85.21 Transportation Grant and has revised the list of projects within the application.
- A Public hearing regarding Transportation will be held on November 29, 2023, at 1:15 P.M., at the Crandon Public Library, lower level.
- It is possible that trust fund monies may be used to insulate and heat the COA garage.
- The first distribution of Stock Boxes was held. About half of the boxes were picked up. The remaining boxes needed to be delivered. The November distribution of Stock Boxes will be held at the Crandon Meal Site. A committee organized by Director Fohrman determined that no more boxes will be delivered. Starting December, 2023, distribution of Stock Boxes will be done at the American Legion Hall.

FUTURE AGENDA ITEMS

- Discussion and possible action on hiring an additional bus driver.
- Discussion and possible action on hiring Crandon Meal Site Manager.
- Discussion on addition of insulation/heating/drainage of COA garage.

NEXT MEETING DATE

November 29, 2023, 1:15 P.M., Crandon Public Library, Lower Level.

December 12, 2023, 10:00 A.M., County Board Room.

ADJOURNMENT

Motion by Abney to adjourn meeting at 1:25 P.M., second by Hill. All present voting (AYE). Motion carried.

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