

Chairman Teichmiller called to order the regular meeting of the Commission on Aging Committee at 9:30 a.m., on June 12, 2008, at the Boulder Beer Bar in Boulder Junction, Wisconsin.

Present: Black, Gussick, Hansen, Johnson, Kneip, Nielsen, Platner, Rollmann and Wise. Staff present, Director Fortmann and Richmond. Members Excused, Montgomery Also present were Fred Radtke, Carol Radtke, Verdelle Mauthe, Diane Nielsen and Eric Johnson, Lakeland Times.

Approve Agenda: Agenda has been properly posted. Nielsen moved, Rollmann seconded to approve as mailed.

- May be changed at the discretion of the Chair. Carried.

Approve Minutes: Nielsen moved for approval, Rollmann seconded the motion to approve the Minutes of the regular Commission Meeting held on May 8, 2008. Carried.

Agenda Item #4 Report of the Northern Area Agency on Aging:

June Report discussed

- Senior Suicide
- Veterans Benefits Alert
- Received Award for Outstanding Community Service Organization
- Reorganizational structure still underway.
- Platner was recommended as alternate for Nielsen for the Board of Directors.

*Motion made by Rollmann, with a second by Gussick to send this recommendation to County Board Chair.

Wise questioned if it was possible to get the paperwork ahead of time so they could have more time to go over it and give their input. Fortmann stated we would try to get it to them electronically.

Agenda Item #5 Program and Committee Reports

Directors Report:

- Received Wisconsin Department of Transportation grant of \$83,222.00
- Attended Daybreak meeting
 - They are searching for an Executive Director
 - Quality of food being received from Oneida Village has improved
- Elected as Vice Chair for the Community Options Program Committee
- Grandparents Raising Grandchildren group is being taken apart and put back together carefully
- Sponsored training by the Deaf and Hard of Hearing
 - 11 people attended
 - Presenter delivered information very well
 - May need a longer workshop to address working with not deaf people but hard of hearing
 - Platner suggested that we invite church groups
- Meeting with meal site managers to discuss the adopted prayer policy
 - Kneip stated it is not a matter of comfort, but of legality
- Employee Performance Review distributed
 - Mauthe asked if the site managers would have to fill one out
 - Fortmann stated in the future he would develop one for the site managers
- Meeting with Spine and Sport
 - Fortmann will be working on an agreement to present at the meal sites
 - Presentations on balance and falls prevention

- CWAG Conference attendance will be discussed more during Travel section
 - Fortmann would like to rotate members that would attend
- Senior Expo co-sponsorship with WRJO
 - August 13 at the Northland Pines High School
 - We receive 4 display tables for our co-sponsorship
 - We will share our 4 tables as follows: Commission on Aging/PrimeTimers/S.E.R.V.E./Deaf & Hard of Hearing will share one with Daybreak
 - Fortmann will like to rotate this also, so everyone has equal opportunity
- Attended Aging and Disability Resource Center Meeting
 - Platner has had meeting with County Board Chair
 - Agreed that the Committee will be expanded
 - Fortmann will be working on Letter of Intent
 - Committee will be looking at other agencies throughout the State
- Distributed samples of new letterhead
 - Platner made suggestion that the Mission Statement should go to the side instead of bottom of page, if possible.
- Fortmann and Richmond attended the Health Fair in Land O'Lakes
 - Attendees were 45-50
 - Held drawing for a pair of Exerstrider poles
- Fortmann and Barron will attend the Eagle River Memorial Hospital Health Fair on the 14th from 8:00 a.m. – noon.
- Received amended Budget from Northern Area Agency on Aging
 - Decreased funds in Prevention
 - Decreased funds in Family Caregiver Support Program
 - Slight increases in our nutrition funding
- Representative Dan Meyer met with Fortmann and is supporting the additional funds for Benefit Specialists
- Helped to arrange transportation to the Food Pantry with the Prime Timers twice a month
- Completed survey on space needs, a copy was distributed
- Received our funds from Office of Commissioner of Insurance
- Contraction by the Department of Workforce Development
 - Only 12 offices in the State of Wisconsin
 - Closest office is Wausau
 - Contact can be made by phone or email
- Will provide to Committee a list of acronyms

Friendly Visitors/Family Caregiver Support:

- * Barron reports
 - a. Powerful Tools for Caregiving class is completed
 - b. Attended Caregiver Conference in Wausau
 - c. Presented Diabetes program in Lac du Flambeau
 - d. Home Support Program assisted two families
 - e. Working on last full page ad for nutrition for the newspaper
 - e. 4 Friendly Visitors, visited 5 persons, with 142 miles driven

Chore:

1. Fifteen households reimbursement for 129 hours of service = \$2,223.82
2. No Handyman expenses reimbursed
3. Budget remaining, \$17,199.12.
4. No households on the waiting list.

Alzheimer's:

1. Six households received reimbursement in the amount of \$1,405.45.
2. Budget balance of the budget is \$7,808.76.
3. There are two households on the waiting list.

Escort:

1. Thirty clients driven > 3189 = \$1,890.05 cost
2. Volunteers donated 173 hours of service
3. Cash donations = \$2,953.44 year to date.
4. Kneip asked if we could increase the mileage amount
 - Fortmann stated that we can only go by what the County is allowed to pay
 - If additional funds are paid to the driver above the IRS guidelines, the driver would have to claim that on their taxes.

Nutrition:

1. 2411 meals served in May
2. Cost = \$19,505.46
3. Donations = \$7,889.00
4. Richmond stated we are in need of a home delivered meal driver in Phelps area
5. Platner suggested this report be completed in Excel to show comparison
6. Nielsen questioned the Meals on Wheels/Special Diet number on the chart
 - Richmond stated that these are specialized diets that need a doctors prescription and come out of the hospital.
 - The number reflected on the report is an agreement between the hospital and our office to share cost of meal for someone in dire financial need.

Benefit Specialists

Gengle reports

1. 26 clients assisted
2. 43 issues addressed
3. Economic impact = \$175,270.20
4. Year to date economic impact = \$1,000,826.87
5. Insurance Puzzle Workshop had 7 attendees
 - Helps people navigate through insurance questions
 - Committee suggested this should have had more publicity
 - *Should have been sent to nutrition sites and senior clubs
6. Presentation to Palliative Care group, 15 in attendance
7. Received notification of a grant awarded in amount of \$5,000.00.

CWAG Report

Radtke reports

1. The additional funds for Benefit Specialists are being held up by Rep. Obey.
2. CWAG is working very hard to get these additional funds
3. Elder Law Center has 9 attorneys that give legal advice to the Benefit Specialists

Agenda Item #6 Old Business

Monthly Expense Report

1. Total monthly expenditure = \$41,069.95
2. Year to date = \$177,538.33, approximately 30% of the total budget.
3. Fortmann and Richmond have been discussing ways to spend down our nutrition funds by possibly adding a day to one or two nutrition sites.
4. Motion by Platner, with a second by Gussick to receive the Budget sheet. Carried.

Resolution of Scheduling Conflicts:

The new Committee Schedule till the end of the year was distributed.

Service Agreement for Maren Rahn:

There was a motion by Hansen with a second by Rollmann to give Fortmann permission to move ahead with Agreement for Rahn to present at meal sites. Carried.

Agenda Item #7 New Business

Travel Requests

Motion by Platner, second by Gussick to approve the following:

- a. May 21, 2008, Fortmann to attend Directors Meeting in Rhinelander (Retroactive)
- b. June 26, 2008 Gengle and Nielsen to attend Blind and Hard of Hearing Training in Minocqua
- c. June 23, 2008, Fortmann to attend ADRC Meeting in Crandon
- d. June 25, 2008, Gengle to attend Senior Fair in Sugar Camp (Assisting Oneida County)
- e. June 24-25, 2008, Nielsen to attend the NAAA Quarterly Meeting in Wausau (no overnight needed)
- f. July 16-18, 2008, LaFata to attend the Wisconsin Prevention Summit in Appleton
- g. July 21, 2008, Richmond to attend the Alzheimer's Meeting in Rhinelander
- h. July 24, 2008, Fortmann to attend the Director's Meeting in Antigo
- i. July, 2008, Rollmann and Mauthe to attend the CWAG Conference in Green Bay for one day.

Annual Report:

- Fortmann distributed copy of Annual Report
- If no changes or omissions, Fortmann will proceed to publish

Request for Office Equipment:

- There was a request to purchase software for our web page
- Cost is \$209.00

There was a motion to accept request to purchase by Nielsen, second by Platner. Carried.

Liquid Dietary Supplement:

- Policy states we will keep on hand a limited supply of Ensure
- Consumers will need a medical script to receive
- Policy has income guidelines for consumers due to limited amount of funds
- Fortmann will have Corporation Counsel look over and approve
- Kneip felt that we should not disqualify a consumer due to financial eligibility
- Teichmiller requested that this be put on Agenda for next month after Corporation Counsel looks over.

Volunteer Policy:

- Fortmann distributed copy of new Policy that has been approved by Corporation Counsel
- Letter to volunteers explaining new policy
- Confidentiality Statement
- Criminal Background check
- Department of Transportation Driving Record check
- Volunteer driver will need to provide our office with the following:
 - *Insurance Declaration page
 - *Copy of Vehicle Registration

- *Copy of current Driver's License
- Wise questioned the issue of secondary insurance
- Teichmiller requested that this be put on the Agenda for next month when we have more time to discuss

Term of Committee Members:

- Committee Members have a term of not more than 2 terms of 3 years each
- Johnson's term is up
- Nomination for a replacement for Johnson
 - Shirley Haws from Conover
- Appointment by County Board would be in August

There was a motion by Rollmann, second by Gussick to nominate Haws to the County Board Chair for appointment. Carried.

Agenda Item #8 Letters and Correspondence:

- Nielsen discussed Walking Trails in Vilas County
 - Vests available for free to those who need them
 - Limited supply
 - Contact Highway Department to receive one
- Teichmiller announced that Mary Peterson's replacement, Danielle Montgomery will be appointed by the County Board Chair on June 17, 2008.
- Nielsen distributed the 12th Annual Paratransit Rodeo information. Anyone wanted a copy should put their name on top.

Agenda Item #9: There was a motion by Nielsen with a second by Johnson to approve the payment of the May bills. Carried.

Future Meeting Date:

JULY 9, 2008, AT THE PHELPS NUTRITION SITE LOCATED IN ASPIRUS LILLIAN KERR HEALTHCARE CENTER AT 9:30 A.M. FOR THE REGULAR COMMISSION MEETING.

COMMITTEE MEMBERS WILL HAVE TO CALL RICHMOND FOR LUNCH RESERVATIONS.

Adjournment: There was a motion by Nielsen with a second by Platner to adjourn at 11:30 a.m. Carried.

Minutes reflect the recorders notations and are subject to approval by the appropriate board or committee.

Submitted by:

Approved by:

Susan Richmond
Administrative Secretary

Joe Fortmann
Director