

Chairman Teichmiller called to order the regular meeting of the Commission on Aging Committee at 9:00 am., on December 11, 2008, at the Vilas County Courthouse, Conference Room 2 in Eagle River, Wisconsin.

Present: Black, Gussick, Haws, Nielsen, Platner, Rollmann, Wedell and Wise. Staff present, Director Fortmann and Richmond. Members Excused were Hansen and Montgomery. Also present were Fred Radtke, County Board Supervisor, Eric Johnson from the Lakeland Times, Ray Johnson, Carolyn Kneip and Ronald Gritzer, Representative of Senior Co-Housing.

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

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

Special Presentation by Al-Anon Family Groups.

-Information distributed describing what Al-Anon is and what they do.

Approve Minutes: There was a motion to approve the Minutes of the Regular Commission Meeting of November 10, 2008, and the Minutes from the November 19, 2008, Nutrition Advisory Council Meeting. Motion made by Platner, with a second by Gussick. Carried.

Agenda Item #5 Report of the Northern Area Agency on Aging:

December Report discussed:

- Nielsen attended the December 3 meeting.
- Nielsen stated no money left in 2009 Budget for ADRC's
- Older Americans Act requires a full time Director for Aging Units.
- Equipment may be available when the NAAA closes its doors.
- No staffing issues have been resolved yet, although interviews have been conducted and we should have 2 staff members for this area.
- More money will be put into the Low Income Heating Assistance program.

Agenda Item #6 Program and Committee Reports

Directors Report:

- Fortmann commended Ray Johnson and Carolyn Kneip for their time, talents and efforts to this Committee. He presented each of them with a Certificate.
- Dates distributed for Committee meetings in 2009
 - Haws mentioned that the March date may conflict with another meeting
- Staff Meeting dates for 2009 were distributed.
- Fortmann attended the Public Health Meeting at which they approved the NaCo Pharmaceutical Discount Program. Our Commission will help in distributing these cards.
- Secure the Call Foundation sheet distributed. Article taken from the Wisconsin Counties Association magazine on a program for old cell phones that are refurbished for 911 calls. Fortmann will confirm this with our local cell phone companies.
- We will be participating in an informal information sharing with Social Services. We want to make sure that we all know the correct procedures for referrals.
- SHIP Performance grant was awarded that will extend our part-time Benefit Specialists to full time for a designated period of time. We received \$3,500.00 for this purpose.
- Grandparents held an activity on December 8 in St. Germain.

- Disclosure of Health Information was distributed. Corp Counsel has approved this. We will start to use this soon for the Lakeland HD Meals to transfer to Oneida County.
- Falls Prevention sessions by Kurt Klem and Amber Glick from Spine and Sport will start in January running through March.
- Volunteer Christmas Recognition Luncheon on December 12, at Eagle Waters Resort.
- Contract drafts for the Community Mental Health Services and Alzheimer's Association were distributed. We will be spending down our 2008 funds for these contracts and will have vouchers ready next month.

Friendly Visitors/Family Caregiver Support:

* Barron reports

- a. She has been completed four Shingles presentation at the nutrition sites.
 - Platner questioned the backlog on the vaccine
 - Very painful for seniors
 - Increase in the number of incidents
- b. The newspaper has been printed in both papers and have had positive comments
- d. 5 Friendly Visitors, visited 7 persons, 7 phone visits and 216 miles driven.

Chore:

1. Eleven households reimbursement for 82 hours of service = \$1,841.00
2. There were no expenses for handyman this month.
3. Budget remaining, \$3,918.62.
4. Two people on waiting list. Richmond stated this was because a home assessment had to be completed. We have had an increase in workers.

Alzheimer's:

1. One household received reimbursement.
2. Budget balance is \$4,785.87.
3. Richmond explained that next month we will be asking the Committee to increase the amount allotted for each family per year.

Escort:

1. Twenty-eight clients driven > 2833 = \$2,136.39 cost
2. Volunteers donated 177 hours of service
3. Cash donations = \$5,789.74 year to date.

Nutrition:

1. 2670 meals served in November
2. Cost = \$21,232.84
3. Donations = \$8,093.79.
4. Fortmann stated that we have served 30,494 meals year to date with 1,264 days of service.
5. Nielsen questioned the jump at Phelps. Richmond replied that they had purchased supplies.
6. Kneip stated that she did not like the meals she had received previously from the Kalmar Senior Center.
7. Fortmann discussed the procedure we took for the bidding process and how the new Contract does provide for deductions of poor quality of food.
8. Gussick stated that she feels it is a home delivered meal problem.
9. Fortmann stated that we had received the Nutrition Program Assessment that was completed in June and the assessment was very good. He will make copies for everyone next month.

Benefit Specialists

Gengle reports

1. 32 clients assisted, 46 issues addressed.
2. Economic impact was \$130,193.42 for November.
3. Year to date economic impact = \$2,783,520.22.
4. There were 7 attendees at the Insurance Puzzle Workshop.
5. 137 Plan Finders have been completed through December 9, 2008.

ADRC:

1. Teichmiller stated they traveled to Wautoma to tour a two county ADRC, whose office is attached to the Commission on Aging.
2. There will be no more money in the 2009 Budget, but the Committee will continue to look for new options and to watch closely as to what will happen in Oneida County.
3. Nielsen cautioned that we remain pro-active no matter what happens in Oneida County.
4. Fortmann distributed an update on the five county ADRC development in the northwest.

CWAG:

1. No report was given.

Agenda Item #7 Old Business

Monthly Expense Report

1. Total monthly expenditure = \$40,342.74.
2. Year to date = \$442,230.35, approximately 75% of the total budget..

CPR/First Aid Training:

-Fortmann stated that when he contacted Nicolet, they increased the price of the training to add an instructor.

-Fortmann asked the Committee to rescind original motion for Nicolet. There was a motion by Platner with a second by Rollmann to rescind the original motion. Carried.

There was a motion by Nielsen with a second by Platner to approve the Red Cross for training for staff and site managers and if there were any other spots open, for the Committee members that wanted to attend. Carried.

Gussick and Platner restated they would like to be included in this training if possible and Wedell said that she would like to be on the waiting list.

Policies for Contract Staff and Volunteers:

-Fortmann stated that he has restated the insurance limits section on the Policies for Contract Staff and Volunteers to allow them until 2010 to be in compliance.

-Fortmann distributed an article regarding Wrongful Deaths in Wisconsin.

There was a motion by Nielsen with a second by Haws to amend original Motion to allow volunteers until January 1, 2010 to obtain the appropriate insurance levels. Carried.

Radtke questioned the need for the vehicle title. Fortmann responded that it was to show proof of ownership of the vehicle.

HD Meal Driver Cell Phones:

Fortmann stated that he still has not received correspondence from Jitterbug so we could purchase the cell phones. If we are having this much trouble giving them money, it could be worse every month trying to get a bill from them. He suggested that we contact and go with AllTell service.

There was a motion by Nielsen with a second by Rollmann to purchase the cell phones and contracts from AllTell. Carried.

S.E.R.V.E. Contract:

-A Contract with S.E.R.V.E. Inc. was distributed and has been approved by Corporation Counsel.

-Fortmann stated that S.E.R.V.E. will have until March 31, 2009 to obtain a document from a certified building inspector insuring that the Kalmar may be operated as the nutrition site and that they are ADA compliant. If this document is not presented to the Commission by March 31, 2009, we will go out for bid for the nutrition site location.

There was a motion by Haws with a second by Platner to approve the S.E.R.V.E. Contract to hold the nutrition site at the Kalmar. Carried.

-Haws questioned if the COA would purchase the napkins for the site and Fortmann stated that it was already resolved.

Agenda Item #8 New Business

Travel Requests

There were no travel requests.

Approve 85.21 Transportation Grant:

Public Hearing was held at 9:00 a.m. before this meeting commenced.

There was a motion by Nielsen with a second by Platner to approve the 85.21 Transportation Grant. Carried.

Request for Office Equipment/furniture:

AED Defibrillators

Fortmann is recommending to purchase the AED equipment from Clermont.

Clermont will provide training and bags to carry equipment in.

Richmond stated that this would be part of the site managers mandatory training and she feels it is more important to have a live person giving the training than to watch a CD, especially since we are dealing with people's lives.

There was a motion by Wedell with a second by Platner to approve the purchase of the AED's from Clermont. Carried.

Pocket Talker

Fortmann stated that we had one of these previously and someone borrowed it and never returned it. This equipment is very useful to the Benefit Specialists office.

Fortmann recommended R&M Sales in Wisconsin since they offered the interchangeable ear pads.

There was a motion by Platner with a second by Gussick to approve the purchase of Pocket Talker. Carried.

Black stated that we should make it policy not to loan it to anyone. Committee agreed.

Reception Area Desk

Fortmann stated that this would shorten Richmond's working space but would allow more room and make us ADA compliant in our reception area.

There was a motion by Wise with a second by Rollmann to approve the 48" left hand return for Richmond's desk. Carried.

HD Meal Driver Stipend

- Fortmann requested that after several emails from the BadgerAging list he felt we should remove the \$5.00/day stipend that is given to the home delivered meal drivers.
- This could be interpreted as income for the drivers.
- Discussion held on if there would be anyway to get around this. It was determined to be in the best interest of drivers to remove \$5.00/day stipend starting in January 1, 2009.
- There was a motion by Gussick with a second by Rollmann to remove stipend as of January 1, 2009. Carried.

Nutrition Program Donations

- Fortmann requested that the Committee raise the suggested donation from \$3.00/meal to \$4.00/meal.
- Fortmann stated that due to the rising costs at our meal sites, we should increase the donation.
- There was a motion by Haws with a second by Rollmann to increase suggested donation to \$4.00/meal as of January 1, 2009. Carried.

Agenda Item #9 Public Comment

- ✓ Ronald Gritzer, representative of Senior Co-Housing asked if there were any questions from last month's presentation on the Co-Housing issue.
- ✓ Kalmar Senior Center had questions regarding what issues would arise from the Kalmar supporting this effort.
- ✓ Gritzer has attended other groups/meetings to arouse support.
- ✓ Teichmiller suggested that Fortmann place this on the Agenda for next month. Teichmiller asked Gritzer for something in writing and then if everyone was comfortable, we would make a motion to endorse the concept, not the project.

Agenda Item #10 Letters and Correspondence

- ❖ Flyer was distributed regarding the St. Germain Prime Timers Snowflake dance to be held on January 10, 2009. Donation at the door. Casual dress.
- ❖ Received thank you letter from Daybreak for the generous gift of covering the expense for their liability insurance.
- ❖ Fortmann asked if anyone knew of someone in need of a load of firewood that was donated by a fellow from the UCC Church.
- ❖ Nielsen gave a report from the Bureau of the Blind Conference.
 - ADRC's need to work more closely with the Blind. It was recommended the blind go the Aging Unit first until ADRC's are more equipped to handle the blind participants.
 - Do not pet a "working dog". The animals can get confused.

Agenda Item #11 Approval of Vouchers:

There was a motion by Platner with a second by Haws to approve the payment of the November bills. Carried.

Future Meeting Date:

JANUARY 12, 2009, AT THE VILAS COUNTY COURTHOUSE, CONFERENCE ROOM #2 IN EAGLE RIVER, WISCONSIN, AT 9:00 A.M.

Adjournment: There was a motion by Platner with a second by Haws to adjourn at 11:35 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