

**AMENDED MINUTES
COMMISSION ON AGING MEETING**

OCTOBER 9, 2008

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

Present: Black, Gussick, Hansen, Nielsen, Platner, Rollmann and Wise. Staff present, Director Fortmann and Richmond. Members Excused were Johnson, Kneip and Montgomery. Also present were June Wedell, candidate for Committee member, Fred Radtke, County Board Supervisor, Eric Johnson from the Lakeland Times and Ken Anderson from the Vilas County News Review

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.

Fortmann requested that we add the Minutes from the Nutrition Task Force to Agenda. Teichmiller stated that they would approve them at the next meeting but because we would be discussing them later in the Agenda, we would admit them.

Approve Minutes: Nielsen moved for approval, Rollmann seconded the motion to approve the Minutes of the regular Commission Meeting held on September 9, 2008, and the Minutes from the Transportation Sub-Committee Meeting held on September 25, 2008. Carried.

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

October Report discussed:

- Nielsen discussed the severance package for the former Executive Director, Sicchio.
- Discussion was held on the consolidation process.
- Fortmann stated that he feels the Directors of the Aging Units need to prepare position papers and have a voice heard.
- Teichmiller stated he feels we may not get the same programming “face to face” statewide as opposed to regionally.
- Fortmann stated that advocacy will be the key to the job descriptions he will be preparing for the Committee.
- Teichmiller asked the press to get the word out on the subject of us losing our local advocacy.
- Platner questioned who will be on the new Board, how did they get appointed and how long do they serve?

June Wedell was introduced. She will be appointed by the County Board Chairman in November.

Agenda Item #5 Program and Committee Reports

Directors Report:

- Letter of Intent for ADRC is now being reviewed by the State.
- Fortmann is trying to set up a date for the ADRC Ad Hoc Committee to visit the Waushara ADRC.
- Radtke mentioned that CWAG is holding their Director Meeting on October 27 in Antigo. They are planning to have a Candidate Forum.

- Hansen voiced a concern regarding having a representative from Kagen's office distribute information. Hansen feels that this Committee is not a political committee and we should not endorse any candidate.
 - Teichmiller stated that the representative was not invited to the meeting, but showed up as the public. Timing was poor but he feels he would not stop any elected official from attending. They are the constituent's voice and we want elected officials to hear about our programs.
- Fortmann has put together the package to Corporation Counsel to send a Resolution to the County Board meeting in October to accept the Contract for the Prescription Drug Discount Card Program.
- Transportation Sub-Committee met on September 25, 2008.
 - Nielsen stated he felt there were not enough members on this Committee.
 - Fortmann will put together the formational structure for this Committee.
 - Fortmann asked if Wise would be a part of a Budget Workshop.
 - Platner questioned who the Lakeland Retirement Foundation is and Teichmiller gave the background.
 - Platner questioned if the Committee could get a listing of all the Clubs in one place and also asked about the relationship we are working on with Forest and Oneida Counties to form a route system.
- Platner and Richmond will set a date in November for the Nutrition Advisory Council to meet for the first time.
- Grandparents Raising Grandchildren will hold their first outing on October 20, 2008.
- State Health Insurance Program (SHIP) granted us \$5,000.00 grant and the money must be used by March, 2009.
 - Fortmann will be bringing a quote for a colored copier.
 - Wisconsin won an award for their SHIP reporting. They are 19th in the nation and first in their cluster.
 - Fortmann will be applying for a grant to pay for our part time Benefit Specialists to work full time from January 1, 2009 through March 31, 2009. This is when Medicare Part D will be happening and that office deals with tremendous amount of phone calls.

Wise made a motion, Gussick seconded for Fortmann to proceed for the Grant. Carried.

- Fortmann thanked Radtke and CWAG for getting the additional funds for the Benefit Specialists program.
- Fortmann and Richmond attended Alive to Life and operated the Trivia Session. Out of the 220 participants, 125 attended the Trivia session.
- Fortmann stated that there is a free Community Seminar going to be held on October 22, 2008 for Estate Planning Basics.
- Fortmann will be looking into contact Nicolet and Red Cross for the First Aid Training.

Friendly Visitors/Family Caregiver Support:

* Barron reports

- a. She and Richmond attended the AIRS Conference in Appleton, Sept 11-12
- b. Held Friendly Visitor Orientation on September 18.
- e. 5 Friendly Visitors, visited 7 persons, 3 phone visits and 157 miles driven.

Chore:

1. Eleven households reimbursement for 95.5 hours of service = \$2,139.42
2. There were no expenses for handyman this month.
3. Budget remaining, \$7,869.12.

Alzheimer's:

1. One household received reimbursement in the amount of \$140.00.
2. Budget balance is \$5,429.87.
3. Richmond reminded everyone that the Alzheimer's Conference will be held on October 21, 2008, in Rhineland. This is an excellent resource for caregivers. The cost is \$40.00.

Escort:

1. Twenty-five clients driven > 2872 = \$2,748.42 cost
2. Volunteers donated 155.5 hours of service
3. Cash donations = \$4,610.01 year to date.
4. Richmond stated that the \$10,000.00 funds from the DOT Grant if not spent will go back into the Trust Account to be used by all of the Clubs.

Nutrition:

1. 2714 meals served in September
2. Cost = \$21,993.87
3. Donations = \$7,148.65.
4. Teichmiller stated that in October we have implemented the additional day at 4 sites.
5. Wise questioned the actual cost and the average cost.

Benefit Specialists

Gengle reports

1. 45 clients assisted, 58 issues addressed.
 2. Economic impact was \$333,995.29 for September.
 3. Year to date economic impact = \$2,394,051.12.
 4. An additional 5 attendees to the Insurance Puzzle Workshop.
 5. Press Release going to Press regarding the SHIP Award
 6. Benefit Specialists will be doing outreach with the Home Energy Assistance Program.
- Additional copies were attached for Committee to post in their community.

Agenda Item #6 Old Business

Monthly Expense Report

1. Total monthly expenditure = \$55,049.13.
2. Year to date = \$356,985.68, approximately 61% of the total budget.

Nutrition Program Cell Phones

- Fortmann distributed a comparison sheet for Jitterbug and Alltel Service.
- Platner questioned the Jitterbug's "Minute Plan" stating simple plan is 60 minutes and that should be enough for any of the meal drivers.
- Discussion held on the two different plans.
- There was a motion by Nielsen with a second by Gussick to proceed with Jitterbug Service.
Ayes: Black, Gussick, Hansen, Nielsen, Platner, Rollmann and Teichmiller
Nays: Wise
Carried.

Agenda Item #7 New Business

Travel Requests

Motion by Nielsen, second by Platner to approve the one retro travel request:

- a. September 23, 2008, Fortmann and Richmond to attend a Transportation WETAP Meeting in Rhineland.

Carried.

Daybreak Request for Funds:

-Fortmann received a request from Daybreak Adult Center for \$494.00 to get liability insurance through the church.

There was a motion by Platner with a second by Gussick to approve the amount for the liability insurance. Carried.

Award Nutrition Bids:

-Fortmann discussed the bid process.

-These are two year contracts for 2009-2010.

-Received 7 bids for 6 locations.

-Bids were opened and scored on October 3, 2008.

There was a motion by Nielsen with a second by Platner to approve the following bids:

Aspirus Lillian Kerr Healthcare	\$6.30
The Vintage	\$6.03
Boulder Beer Bar	\$6.60
Fibbers Restaurant	\$7.00
Oneida Village Inn	\$5.70 (To be served at the Kalmar Senior Center for \$1.00)

Ken Anderson from the News Review questioned why we had accepted a bid that was 40% higher in the Eagle River area. He also asked why the Kalmar Senior Center was accepted when they are not ADA (Americans with Disabilities Act) compliant.

- Teichmiller responded by stating that the scoring/rating system had been created before we had any bids in our hands.
- Fortmann stated that this is a two year contract and we were just coming out of a tough year where vendors were having a hard time making ends meet.
- Gussick stated that there was a study completed in the past to hold the Eagle River site at a different location and no one wanted to provide a site.
- Teichmiller went over the scoring and stated that we did not receive all the information clearly on Lynn's Catering bid and hence the reason for the low score.
- Fortmann stated that he will put the ADA issue on a future Agenda in the way of an approval of the contract for the location of the meal site.

The motion as stated earlier was voted on.

Ayes: Black, Gussick, Hansen, Nielsen, Platner, Rollmann and Teichmiller.

Nays: Wise

Carried.

Open Bids for Transportation:

No bids were received.

Approval of Transportation Grant Amounts:

In the Minutes the amounts were listed for each Club's request. There was a motion by Nielsen with a second by Rollmann to approve the following amounts:

Lakeland Retirement Foundation	\$3,143.00
S.E.R.V.E. Inc.	\$17,940.00 (no bid received)
Phelps Senior Citizens Club	\$9,950.00
Northwoods Seniors	\$14,395.00 (no bid received)
Lac du Flambeau Seniors	\$8,000.00
Headwaters	\$9,995.00
Prime Timers Club	\$9,980.00
Escort Program	\$11,605.00

(Richmond explained that the Escort program receives the remaining amount of the 85.21 Grant because whatever is not spent out of Escort goes right back into the Trust Account)

Motion Carried.

2009 Budget:

- Richmond explained how the color coding represented the different funding sources that the Commission on Aging receives.
- Richmond stated that the reason our total budget was lower was due to a decrease in the donations. We are figuring that our donations will be down for 2009 since our economy is in a bad way right now.

There was a motion by Platner with a second by Hansen to present the budget to the County. Carried.

Position Addition:

- Fortmann stated he may be taking the lead on an ADRC process and will probably take him most of 2009 to prepare the proposal.
- Answering the phones is a huge part of our Commission on Aging office.
- Fortmann is requesting that the Committee approve him to proceed in requesting a full time receptionist position to be funded by the County.
- Fortmann stated this would free up time for all the employees to concentrate on providing services to the elderly.
- Discussion was held on whether or not the County would approve a position at this time.
- Nielsen stated that if we can show a need, the past practice has been for the County to go ahead with a hire.

There was a motion by Nielsen with a second by Gussick to have Fortmann proceed and pursue inquiry for a full time receptionist. Carried.

Richmond asked if the County Board members would help Fortmann get this position passed. We already have 3 employees under grant contracts with the understanding that if the Grants ever go away, so will the positions. It would greatly help our office.

Agenda Item #8 Public Comment

There were no public comments.

Agenda Item #9 Letters and Correspondence

-Nielsen stated he attended the Bureau of the Blind Conference and gave his report.

-He stated that if we see a vending machine sponsored by the Blind that we should use it because the Blind receives the profits directly.

-Nielsen stated that October 15 is White Cane Safety Day

-Nielsen stated discussion was held that hybrid cars are too quiet for the Blind and that in the future they may need to address this issue.

-Gussick stated that Chairman Teichmiller should be commended on how he handles the meetings and the visitors to the meetings.

Agenda Item #10: There was a motion by Platner with a second by Nielsen to approve the payment of the September bills. Carried.

Future Meeting Date:

NOVEMBER 10, 2008, 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 Gussick to adjourn at 11:40 a.m. Carried.

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

Submitted by:

Susan Richmond
Administrative Secretary

Approved by:

Joe Fortmann
Director