

COMMISSION ON AGING MEETING

September 14, 2012

Chairman Teichmiller called to order the regular meeting of the Commission on Aging Committee at 9:30 a.m. on September 14, 2012 at the Vilas County Commission on Aging office conference room , Eagle River, Wisconsin.

Present: Teichmiller, Main, Nielsen, Proven, Hayes, Hansen, Radtke and Wise. Staff present were Richmond and Kapke. Members Excused were Briggs, Jensen and Montgomery. Also present were Verdelle Mauthe, Don Anderson, Collette Sorgel (Vilas Co. Economic Development) and Martha Milanowski, Corporation Counsel.

Approve Agenda: Agenda has been properly posted. Hayes moved and Nielsen seconded to approve the Agenda as mailed. Carried.

Approve Minutes: There was a motion to approve the August 10, 2012 Regular Commission Meeting Minutes and Minutes from the Transportation Meeting held on August 13, 2012 by Hayes with a second by Nielsen. Carried.

Agenda Item #4 Report of the Greater Wisconsin Agency on Aging Resources:

- Teichmiller explained that GWAAR is working on a three (3) year plan which will be finalized at the October GWAAR meeting.
- The Aging Network conference will be held from September 19-21, 2012 in Wisconsin Dells. Those attending are: Teichmiller, Richmond, Rein and Nielsen.
- Senator Herb Kohl will be recognized.
- GWAAR updates were distributed.

Agenda Item #5 Program and Committee Reports

Directors Report:

- Richmond stated that the COA budget has been submitted. Budget hearings are on October 22 and 23, 2012. COA Committee reviewed budget last month.
- State informed Vilas Co. that the S.H.I.P. performance award has been granted. Wisconsin is number eleven in the nation for second year in a row. Grant amount is to be determined with range of \$900-\$3,000 between 53 agencies.
- 5,000 Resource Guides were delivered to COA office. 2,500 guides are ready for distribution around Vilas County and will be picked up next week.
- Richmond stated that Dick Oehler's photos won the state Nutrition Program poster contest. Dick plans to donate the monetary prize back to the Nutrition Program. A photo of Dick and his wife will be on display at GWAAR Conference. Teichmiller recommended inviting Oehler to next COA committee meeting.

Agenda Item #7 Recommendation from Transportation Sub-Committee

-Chairman Teichmiller spoke about the recommendations from the Transportation Committee regarding Casino trips and the history of recommendation.

-DOT has urged COA to reconsider their use of bus for casino trips.

-Teichmiller noted that there will be a decrease in 2013 transportation funding which will impact Department of Transportation contracts.

- Milanowski reviewed with group her past discussion with Richmond regarding casino transportation. Milanowski said she advised Richmond to check with the State regarding rules. Milanowski can only advise on the legalities of the issue and stated this is a policy decision which

should be thoroughly discussed and consistently applied to all groups. Committee should look at types of trips since funding will be decreased.

-There was extensive conversation supporting and opposing the Transportation Sub Committee recommendations to discontinue the use of COA buses for casino trips.

-Richmond explained how to figure out funds to charge for trips. S.E.R.V.E.'s trip out of state was not charged enough to cover the costs of the trip.

-Radtke states he feels that funding/bus are two separate issues.

-Richmond stated 20% is required to purchase the vehicles and 85.21 funding is used for that purpose.

-Nielsen made motion to approve the Transportation Sub Committee recommendation. Seconded by Hayes.

-Teichmiller called for clarification of motion regarding does this motion allow for activities at casino. Nielsen stated it was limiting buses at casinos. Vote on Nielsen's motion: Ayes: Nielsen, Hayes, Teichmiller and Hansen. Nays were Radtke, Proven, Main and Wise. Motion fails.

-Radtke moved to allow buses to travel to casinos but using no 85.21 funds, second by Main. Discussion on this motion regarding the full cost of trips and dollars collected by clubs and where the money received from trips goes.

Teichmiller discussed clearly charging for repairs, maintenance, insurance and driver costs. Clubs to use form made out by Richmond which would itemize expenses and donations.

-Teichmiller made motion to amend Radtke's motion and to have a definitive account system developed by COA Director to reflect actual cost of bus use for casino trips.

The motion to amend was seconded by Wise.

Vote on motion to amend: Ayes=Proven, Wise, Teichmiller and Hansen Nays=Nielsen, Hayes, Main, Radtke. Motion to amend fails.

Discussion held regarding an accounting of actual costs.

-Radtke stated that accounting would be too much paperwork. Milanowski states the county has the right to request an accounting of funding.

-Vote on Radtke's motion: Ayes were Teichmiller, Hansen, Nielsen and Hayes. Nays were: Radtke, Main, Proven, and Wise. Motion fails.

-Teichmiller stated motion can be reconsidered and re-visited. Contracts are due at end of year.

Agenda Item # 5 Program & Committee Reports

Friendly Visitor/Family Caregiver Support Program:

Rein reported:

Friendly Visitor: There were 3 visitors that visited 3 participants; 5.5 hours and 80 miles traveled.

Family Caregiver Support: Richmond reported that referrals are up for In Home Support. Richmond and Rein will be meeting with coordinator of a healthy aging grant on Sept. 25, 2012.

Chore:

Kapke reported:

There are 16 clients that received 116 hours of work with reimbursement of \$880.00 in August.

- The maximum capacity for the program is 14 individuals who receive 100% reimbursement Kapke reports we are approaching this number.
- There were 4 individuals interested in being Chore service workers have received job applications.

Escort:

There were 27 clients, 188.25 hours and over 3781 miles traveled.

- Richmond reported that more calls have been received, including more dialysis calls. Since more time is involved with dialysis it can be difficult to find a volunteer driver.

Nutrition:

There were 1739 meals served in August, with a total cost of \$17,106.13.

- The increase in costs was due to added days in August.
- Numbers are down from 2011, but at this same time we were serving more days.
- Richmond contacted Holiday Lodge since Rennes moving to Rhineland in March, 2013 and there will be no nutrition site. Holiday Lodge wants seniors and Richmond is sending a bid package along with menus.
- Vendor bids are going out to newspapers today and bid opening will be on October 2, 2012 at 9:00 a.m. with Nutrition Task Force. (Briggs, Hansen, Proven and Teichmiller). Richmond will contact current vendors.

Benefit Specialists:

Gengle reported:

- 34 individuals served with 61 separate and distinct issues. The financial impact for August was \$125,582.21.
- There was only one attendee at the Insurance Puzzle.
- Richmond reported that as of October 2012 the Insurance workshops will be held at the COA office.

ADRC:

Teichmiller reported that the ADRC is functioning under supervision of Richmond and all employees have been hired and are doing 100% reporting. Collaboration with Vilas County Social Services has been very smooth. The telephone contract with Frontier is problematic per Teichmiller. Richmond explained the ADRC meeting structure.

Agenda Item # 6 Old Business

Monthly Expense Report

For the month of August, we have spent \$35,069.00, which is 42% of our budget. Richmond expressed no concerns with our budget at this point.

Agenda Item # 7 New Business

Travel Requests:

The Travel Request sheet was distributed. There was a motion to approve travel requests by Hayes; with a second by Nielsen. Carried.

Approve 85.21 Specialized Transportation Funds for 2013:

Teichmiller explained that the Transportation Committee approved funds for 2013 at their Meeting held on August 13, 2012. Since then Richmond was notified that the Department of Transportation has reduced our funding by \$6179.00. This decrease will be prorated to all Clubs by the appropriate percentage. A Funding sheet was distributed with the decreased amounts.

A motion to approve the revisions to the 85.21 funding was made by Nielsen and seconded by Hayes. Carried.

Teichmiller explained that the County's Finance Manager has asked that grant money be used to pay towards Richmond's salary. COA will be taking \$10,000.00 out of 85.21 Escort Account for this purpose in 2012. This may decrease the range of services if using grant dollars.

Approve 2013-2015 Aging Unit Plan:

There was a motion by Radtke to approve the 2013-2015 Aging Unit Plan and that it be sent to GWAAR for final approval, with a second by Proven. Carried.

Approve Office Equipment Request:

Richmond explained the need for a scanner in her office. This model is recommended by Vilas County IT department. Nielsen made a motion to approve the scanner at a cost of \$533.00, with a second by Hayes. Carried.

Discussion/Action on Departmental Director:

1. Teichmiller explained Richmond’s status and the need to fill the COA director position as it is now a full time position with Richmond doing two jobs. ADRC supervision was added to Richmond’s job description, which a portion is reimbursed by the ADRC and gives the county a cost savings. There is still a need to fill Richmond’s past position. COA needs a receptionist. Teichmiller plans to speak to the Personnel Committee on September 26th to support naming Richmond as Director with no probationary period.
2. Radtke went on record as a citizen to make motion that the Administrator is not the secretary and the secretarial position should be replaced immediately, this motion was seconded by Nielsen. Carried unanimously.
3. Teichmiller recommended that a motion be made to have Richmond fill the Director’s position. Hayes made this motion and it was seconded by Main. Carried unanimously.

Agenda Item # 8 Public Comment

Anderson questioned why the gas price at the County Highway Department was so high. They find it cheaper to go to the gas station by the time the extra cost of administration is added to the County’s billing. Radtke agreed that they go to the gas station now too. Richmond explained that if the gas prices are cheaper through a gas station, the Clubs should go there.

Agenda Item #9 Letters and Correspondence

Richmond received a thank you for the State’s SAMS Team that came in June and spent the day with Richmond and Gengle regarding the State’s reporting system. Richmond read out loud a thank you note from one of our volunteers who states that she loves coming to volunteer in our office.

Agenda Item #10 Approval of Vouchers List:

There was a motion by Nielsen with a second by Teichmiller to approve the payment list of the August bills. Carried.

Future Meeting Date:

TUESDAY, OCTOBER 9, 2012, AT THE VILAS COUNTY COMMISSION ON AGING OFFICE, 521 E WALL ST, EAGLE RIVER AT 9 a.m.

Meeting adjourned at 11:30 a.m.

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

Submitted by:

Approved by:

Mary Kapke
Chore/Alzheimer’s Coordinator

Susan Richmond
Interim Supervisor