

COMMISSION ON AGING MEETING

December 9, 2013

Chairman Teichmiller called to order the regular meeting of the Commission on Aging Committee at 9:30 am, on December 9, 2013, at the Vilas County Commission on Aging Building, Eagle River, Wisconsin

Present: Teichmiller, Hayes, Nielsen, Briggs, Jensen, Main, Radtke and Stearns.

Excused: Mitchell, Thompson and Kirkpatrick. Staff present was Richmond and Rein. Guest was Mary Samuelson.

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

Approve Minutes: There was a motion to approve the Minutes of the Regular Commission on Aging Meeting of November 8, 2013 by Nielsen with a second by Stearns.

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

- Teichmiller stated that the next GWAAR Board meeting will be on December 13, 2013.
- Teichmiller mentioned that the finance committee met to discuss the 2014 budget. Discussion held
- Teichmiller reported that the board will be recommending that a strategic plan be completed with staff through the board.
- Teichmiller mentioned that the Advisory Position has been established.

Agenda Item #5 Program and Committee Reports

Directors Report:

- Richmond received a resignation letter from Nedra Kirkpatrick and read the letter.
 - A motion to accept the resignation was made by Stearns and Main seconded. Carried
- Richmond distributed the list of the 2014 committee meeting dates with the May meetings being moved to the courthouse due to the committee consolidation. Discussion held.
- Richmond spoke about the information tracking sheeting.
- Richmond stated that GWARR has approved the 2014 Aging Plan budget.
- Richmond reported on the budget and how the funds were being spent down.
- Richmond informed the committee of the changes with mileage for volunteers. Discussion held.
- Richmond reminded the committee of the Volunteer Recognition Banquet.
- Richmond informed the Committee that she will be out of the office from December 23 through January 1. Reminded members that if they need to reach Richmond they can call the work cell or email as she will be checking emails while gone.
- Information packet distributed. Place name on post if you would like a copy.

Friendly Visitors/Family Caregiver Support:

Rein reported:

- Rein reported that in November 7 families called, with four families completing the paperwork to receive In Home Support Worker Referrals.
- Rein mentioned that two new people are now receiving Friendly Visitors.
- Rein and Kapke continue to work on a Caregiver Support Group. A meeting was held with several caregivers and a person who ran a support group for over 20 years.

Chore:

Kapke reported:

- 19 Households, 118 hours reimbursed at \$9200 for the month. Also, an administrative cost of \$2,193.83. Balance of the program is \$4,868.28.
- Richmond that Kapke has been working on a new brochure with Hahn Printing. Richmond stated that we have not had a brochure for the Chore Program in the past. Grant funds paid for the brochures to be printed.

Alzheimer's:

- Richmond reported that there are 7 families enrolled in the program. One family submitted a voucher for the program and some administrative materials were taken out of the budget. The balance of the budget is \$2,331.36.
- Richmond stated that a new brochure was printed and brochure racks were purchased. Kapke will be visiting the local clinics starting in January.
- Richmond mentioned that a decision to not change the reimbursement amounts was made due to Kapke promoting the program early next year.

Escort:

- Richmond reported: 23 clients, 153.25 hours and 3276 miles were driven. Total expense \$1,855.80. Income year to date is \$10,486.77.
- Richmond mentioned that Beckie Gleason is doing a fabulous job with this program. This program can be a full time job at times.
- Richmond stated the funding is in good shape. The County funds need to be spent first and then the donations are used. Any unused 85.21 funds are put into the Trust Fund.

Nutrition:

- Richmond reported: 1365 meals were served in November. Total expense for the month was \$20,094.58. Income year to date: \$57,606.35.
- Richmond stated that the grant funds need to be spent this year and that they cannot be carried over.
- Richmond mentioned different items that have been purchased.

Elderly Benefit Specialist:

- 130 individuals were served with 21 separate and distinct issues.
- Financial impact was \$259,434.
- Richmond mentioned that Open Enrollment has been going well. Richmond thanked the volunteers for the help which they have been providing.
- Richmond stated that the comparison of 2012 was included in the report. Richmond explained the differences in the data.

ADRC:

- Pam Parkkila stated that the ADRC is now fully staffed.
- Parkkila reported that there has been a lot of progress since March 2012.
- Parkkila mentioned that a firm was hired to help with advertizing. Also, an administration assistant for the Crandon Office was hired.
- Parkkila stated that a part time Disability Benefit Specialist will be hired in Taylor County.
- Parkkila mentioned that the time reporting for the ADRC of the Northwoods is able the state average. This has helped the ADRC out financially. Discussion held
- Parkkila stated that the satisfaction survey is wrapping up.

Agenda Item #6 Old Business

November Expense Report

- Richmond mentioned that there will be some carry overs for program income and there will be carry over for the DOT Trust.
- Richmond mentioned that on the ADRC budget the salary and fringe benefits were inadvertently left out of the report for November.

Committee Consolidation

- Teichmiller stated that May will be the first month in which committees are consolidated. Discussion held.

Agenda Item #7 New Business

Office Equipment Purchase

- Richmond discussed the need for a new laptop computer for the director and the Elder Benefit Specialist. The cost would be \$2,759.44. Grant funds can be used for this purchase.
 - A motion was made to approve the purchase by Hayes and seconded by Nielsen. Discussion held. Motion Carried.

Approve 85.21 Specialized Transportation Grant

- A motion was made to approve the 85.21 Specialized Transportation Grant by Nielsen and seconded by Jensen. Carried

Agenda Item #9 Public Comment

- Radtke reported that at the last Prime Timer's Christmas light display has been lit in St. Germain.
- Radtke mentioned that the Prime Timer's Christmas Party will be December 11 and 140 people will be attending.

Agenda Item #10 Letters and Correspondence

- Richmond mentioned that a letter was received from Kirkpatrick resigning from the committee due to health reasons.
- Richmond gave a training report to the committee on the two trainings she attended in November.
- Radkte requested to be excused for the January through March meeting.

Future Meeting Date:

Monday January 20, at 9:00 a.m. at the Commission on Aging Building, Eagle River

Meeting adjourned at 10:45 a.m. made by Briggs and seconded by Stearns. Carried.

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

Submitted by:

Approved by:

Amie Rein
Reported

Susan Richmond
Director