

COMMISSION ON AGING MEETING

December 16, 2014

Black called to order the regular meeting of the Commission on Aging Committee at 9:19 a.m. on December 16, 2014, following the Public Hearing on Specialized Transportation, at the Vilas County Commission on Aging Building, Eagle River, Wisconsin

Present: Black, Hayes, Main, Mitchell, Radtke, Stearns. Staff present was Richmond and Rein. Guest Milt Klingsporn, President of St. Germain Prime Timers. Absent Bluthardt, Jensen, Thompson, and Wise.

Approve Agenda: Agenda has been properly posted. Hayes moved and Main 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 13, 2014 by Stearns with a second by Main. Motion Carried

Presentation on COA Services

- Due to technical difficulty the PowerPoint was not able to be viewed. Richmond will give the presentation at the January meeting.

Agenda Item #5 Program and Committee Reports

Directors Report:

- Richmond distributed the inspirational quote, information tracking sheet, and information about the Primetimers Snowflake Dance in January.
- Richmond stated that some of the dates for the committee meetings for 2015 have been changed by Dave Allemen, County Clerk. A new list was distributed. A change to the the time for March was made to 10:30 a.m. instead of 9:00 a.m. and a time change to September meeting from 9:00 a.m. to 1:00 p.m. Richmond will remind everyone again as those dates get closer.
- Richmond distributed information about Social Security 2014 Wisconsin Quick Facts. Discussion held
- Richmond stated that she has been appointed to the DayBreak Board. Richmond assisted with the Program Coordinator's evaluation, job descriptions, and looking at new goals.
- Richmond has received the approval for the 2015 Aging Plan Amendment and Budget from GWAAR.
- Richmond received notification from Social Services that they have approved the increased cost to \$12 per meal for the Home Delivered Meals for the COP Clients in 2015.
- Richmond reminded the committee about the Volunteer Recognition Dinner.
- Richmond stated that she will be out of the office from December 19, 2014 through the end of the year. Richmond can be reached on her cell phone if needed.
- Richmond distributed the information packet to the committee.
- Travel –
 - January 6, 2015 Director travel to RHI for Northwoods Transit Commission Mtg
 - January 15, 2015 Director and ADRC Staff to RHI for monthly Mgmt and Staff Meeting

Friendly Visitors/Family Caregiver Support:

Rein reported:

- Rein reported that in November 2 families called requesting services. Two families returned the information and received information on in home workers.
- Rein spoke with a family about National Family Caregiver Support funds and helped with some respite hours.
- Rein spoke about the Friendly Visitor Program and the new clients receiving a visitor.

Chore:

Kapke reported:

- 16 Households, 78 hours reimbursed with a total cost of program for month at \$1,364.02.
- Balance of the program is \$11,367.89.
- Richmond mentioned that the Community Options Program (COP) not longer has a waiting list. This has affected the Chore Program because some of the clients have been transitioned to the COP program.
- Richmond and Kapke are reviewing the policies for the Chore Program and will bring those changes to the Committee in 2015. It will allow us to better manage the program.

Alzheimer's:

- Kapke reported that there are 11 families enrolled in the program. The balance of the budget at the end of November was \$2,399.81.
- Richmond and Kapke will be working on reviewing the internal policies for the Alzheimer's Program and will bring these changes to the Committee in 2015. Again, allowing the Coordinator to better manage the funds in this program.

Escort:

- Gleason reported: 27 clients, 176.25 hours and 3304.5 miles were driven. Total expense \$1,882.92. Income year to date is \$9,978.92.
- Richmond mentioned that this program continues to take a lot of Gleason's time.
- Richmond stated that the program has lost a couple of drivers. Also, we have a few new volunteer drivers.
- Radtke asked if clients were using taxis or relatives for transportation. Discussion held
- Mitchell asked about the different account numbers. Discussion held

Nutrition:

- Richmond reported: 1458 meals were served in November. Total expense for the month of November was \$15,645.26. Income year to date: \$67,609.46.
- Richmond stated that the program is going well.
- Richmond mentioned that the grant funds and the County funds for the Home Delivered Meals have been used. The program is now operating on the donations.
- Richmond stated that the Congregate Meals are still using the grant funds which will be spent out by the end of the year. Richmond stated that the donations will be able to be carried over into 2015.

Elder Benefit Specialist:

- Corrieri reported 140 individuals were served with 17 separate and distinct issues, and took 148 phone calls on separate issues in November.
- Financial impact was \$335,555.
- Richmond stated that Medicare Part D is over. The staff and volunteers did a wonderful job.
- Richmond mentioned that the Insurance Workshop continues to be the first Tuesday of the month. Several people attend each month.
- Radtke asked about comparing the 2013 and 2014 figures. Richmond will ask Corrieri to add the information to the next report.

ADRC:

- Richmond read the report from Pam Parkkila, Regional Director for the ADRC.
- Parkkila reported that the new phone system is expected to be completed by December 17th
- Parkkila mentioned that the 2015 ADRC of the Northwoods Budget has been approved by the Board of Directors and has been submitted to ORCD.
- Parkkila mentioned that the website is near completion.

- Parkkila reported that Erv Teichmiller has stepped down as the ADRC Board Chair. Teichmiller will remain on the board. Paul Millan has been elected Board Chair and Ted Cushing has been elected Vice Chair.
- Richmond mentioned that the management team will be looking at the budget to have it more uniformed across the board.

Agenda Item #6 Old Business

November Expense Report

- Richmond stated that the budget is doing well.
- Richmond stated that the grants will be spent down in December. Some of the grant funds can be carried over.

Agenda Item #7 New Business

Approve Staffworks Group Contract for 2015

- Richmond explained that Community Mental Health would no longer be handling the payroll for Kapke and Rein. Staffworks Group has agreed to handle the payroll and then bill the COA.
 - A motion to approve the Staffworks Group contact was made by Main with a second by Stearns. Radtke asked how much the contract was for and it is \$39,000. Richmond did mention that this amount can be amended depending on the grant dollars. Motion Carried

Approve Request for DOT Trust Funds

- Richmond stated that the Northwoods Senior Club is out of funds. This club has been helping transport several dialysis patients. Richmond contacted the State to see if DOT Trust Funds could be used and this was an approved use of funds. The plan in 2015 is that Northwoods Senior Club will use their funds first.
 - A motion to approve the DOT Trust Funds of \$369 for November and approximately \$400 in December for the Northwoods Seniors Club was made by Mitchell with a second by Hayes. Motion Carried

Approve 85.21 Specialized Transportation Grant Application

- Richmond explained that this grant application was from the public hearing meeting earlier today.
 - A motion to approve the 85.21 Specialized Transportation Grant was made by Radtke with a second by Main. Motion Carried.

Approve Resolution for Northwoods Transit Charter

- Richmond asked that the commission hold off on the approval. The Corporation Counsels from each County need to review the document and the group will be reviewing the document in January.
- Hayes spoke about the Transit Commission, the members, how the routes have not been established, and how they hope to have the program up and running by midyear.

Approve Heartland Communications Contract

- Richmond stated that this is the annual contract with Heartland Communications. There are 375 thirty second ads and a sponsorship for the Health and Wellness Fair.
- Richmond stated that the cost is divided among many COA programs.
 - A motion was made to approve the Heartland Communications Contract for \$4,300 for 2015 was made by Stearns with a second by Main. Motion Carried

Agenda Item #8 Public Comment

- Klingsporn stated that the Primetimers have made their November donations. The group is looking at sponsoring a three year scholarship for a Northland Pines Student who is going to Nicolet College to receive an Associate Degree.
- Klingsporn stated that the Primetimers hosted their annual Christmas Dinner last week and a wonderful time was had by all.
- Klingsporn stated that there are already 100 members signed up for the Washington D.C trip next fall.
- Klingsporn mentioned that the buses continue to provide transportation for shopping.
- Radtke mentioned that the Primetimers now have 501c3 nonprofit status.

Agenda Item #9 Letters and Correspondence

- Richmond read two letters of thanks, one from an Escort Client and one from a Stepping On Participant.

Future Meeting Date:

Monday January 19, 2015 at 9:00 a.m. at the Commission on Aging Building, Eagle River

Meeting adjourned at 10:45 a.m.

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