

**AGING AND DISABILITY RESOURCE CENTER
Of Northwest Wisconsin
Lower Conference Room
Balsam Lake, WI
October 28th, 2016
9:00AM**

Notice is hereby given to the press and public that a meeting of the ADRC Board will be held at the above listed date, time, and location to transact business indicated on the agenda below. (Agenda not necessarily presented in this order) This meeting is open to the public according to Wisconsin State Statute 19.83. Persons with disabilities wishing to attend and/or participate are asked to notify the County Clerk's office at least 24 hours in advance of the scheduled meeting time so all reasonable accommodations can be made. Requests are confidential.

AGENDA

Public is welcome.

Call to Order

Roll Call

Moment of Silence

Pledge of Allegiance

Approval of Agenda

Approval of Minutes

Public comment

Staff Introduction: Danielle Turner

Nutrition Update

Van Usage Update

Transportation Grant Update

Director's Report

Committee Comments

Future Agenda items

Future meeting dates and locations

**Gary Lundberg, Chair
Laura Neve, Director**

The **mission** of the Aging and Disability Resource Center is to provide older adults and people with physical or developmental/intellectual disabilities the resources needed to live with dignity and security, and achieve maximum independence and quality of life. The goal of the Aging and Disability Center is to empower individuals to make informed choices and to streamline access to the right and appropriate services and supports.

AGING AND DISABILITY RESOURCE CENTER BOARD MEETING

Burnett County Gov't Center Board Room, Siren WI

August 25th, 2016 9:00AM

Present: Gladys Beers, Brent Blomberg, Joe Demulling, Dean Johansen, Gary Lundberg, Warren Nelson, Beverly Sandberg, Deanne Sasselli

Absent: Dan Mosay, Joyce Bergstrand, Katrina Decorah

Others Present: Laura Neve, Dawn Sargent, Carol Zygowicz

The meeting was called to order by Gary Lundberg at 9:08am

Roll Call

Moment of Silence

Pledge of Allegiance

Approval of Amended Agenda Order: Motion made by Joe Demulling, seconded by Dean Johansen; passed unanimously.

Approval of Minutes: Motion made by Brent Blomberg, seconded by Joe Demulling; passed unanimously.

Public comments: none

Nutrition Update: The Village of Milltown voted to allow the congregate meals to be served in the Milltown Community Center. The move from Luck will hopefully be sometime in Oct. Dawn Sargent made a presentation showing the donations made to the Nutrition Program for both Polk and Burnett Counties in the first half of 2016. She also had graphs showing itemized expenses for both counties incurred thus far in 2016.

Dean Johansen inquired about transportation options for non-medical purposes. Laura gave an explanation of all options.

Purchase request: A request was made to replace the current laptop used for Burnett County. This laptop is to be used solely in the field and a docking station is not needed. A new Tough Book was quoted at \$2900 and laptop at \$1800. No county dollars are needed for this purchase. Motion was made to approve purchase of a new laptop up to \$2900 by Deanne Sasselli, seconded by Joe Demulling; passed unanimously.

Purchase request: A request to replace the current copy machine in Polk County was discussed. Funds for the new copier will be split between the Transportation Trust Acct and the ADRC. No Levy dollars would be needed for the purchase. We will be working with the county IT department for requisition; EO Johnson quoted a price of \$7365. Motion to approve purchase of a new copier at the quoted price of \$7365 was made by Deanne Sasselli, seconded by Joe Demulling; passed unanimously.

BREAK 10:00-10:15

2017 Preliminary Budget: The 2017 budget proposal was examined with highlighted items such as funding for a wheelchair accessible van for Burnett County. As the ADRC has been underspending its allocations, it was discussed to increase the Disability Benefits Specialist (DBS) to a full time position. Also with the increase of traffic due to marketing, and awareness of what services we offer, it was proposed to add a part time Information and Assistance (I&A) position. (3 days a week) These actions will not require any more levy dollars.

Motion to approve submitting the Burnett County ADRC and AGING 2017 budget requests to administration as presented was made by Gladys Beers, seconded by Brent Blomberg; passed unanimously. Motion made to support the recommended Polk County ADRC 2017 budget request as presented was made by Warren Nelson, seconded by Dean Johansen; passed unanimously.

Directors Report: Laura announced that Jeromy Cox, former Elder Benefits Specialist (EBS), is now the ADRC/Transportation Supervisor. Interviews for the EBS position are taking place this afternoon. Two past employees have given their interest in helping with the Open Enrollment for Medicare in Oct in an effort to help with the temporarily extremely high work load.

Wheel chair accessible Van usage for non-medical trips has increased with the hope that they will continue to do so.

Transportation drivers using the new iPad are doing very well. This has streamlined the billing and reimbursement process immensely.

Polk County Fair was a success. We had good turnouts for the Centenarian celebration, and good attendance for the educational opportunities. Burnett County Fair is this weekend; we would like to get more involved there as well.

The volunteer appreciation picnic was well attended. Good food and good company was enjoyed by all.

Laura gave an update on upcoming events.

Committee Comments: Laura gave an overview of the duties of the Aging Advisory Committees. Feedback from the public on what they have concerns over and how we, as an agency, can help.

Future Agenda Items: Van Usage update, Transportation Grant Application

Future Meeting date and location: Oct 28th in the Lower Conference Room at Balsam Lake Government Center.

Motion made to Adjourn made by Warren Nelson, seconded by Joe Demulling.

Respectfully submitted by: Carol Zygowicz

Aging and Disability Resource Center Board Meeting

Oct 28, 2016

9:00am Lower Conference Room/Balsam Lake, WI

Present: Gary Lundberg, Dean Johansen, Gladys Beers, Brent Blomberg, Dan Mosay, Joe Demulling, Beverly Sandberg, Deanne Sasselli, Warren Nelson

Absent: Joyce Bergstrand, Katrina Decorah

Others Present: Laura Neve, Dawn Sargent, Carol Zygowicz, Danielle Turner

The meeting was called to order by Gary Lundberg at 9:00am

Roll Call

Moment of Silence

Pledge of Allegiance

Approval of Agenda: Motion made by Dean Johansen, seconded by Joe Demulling; passed unanimously.

Approval of Minutes: Motion made by Brent Blomberg, seconded by Dean Johansen; passed unanimously.

Public comments: none

Introduction of Danielle Turner: Danielle gave her background, both personally and professionally. All welcomed her.

Nutrition Update: The contract with Milltown Community Center to use as a congregate site has been approved and signed by Milltown Village and the ADRC. Meals will be provided by Aviand's initially and the on-site cooking starting Dec 12th. Dawn and Laura met with the new District Manager from Aviand's and discussed issues on equipment and congregate meals. Cost of meals will go from \$3.95 to \$4.06. New federal dietary guidelines will go into effect on Jan 1, 2017.

Transportation Update: The Transportation grant application process was reviewed. The application for the program is separate for Polk and Burnett counties. There will be Public hearings on Nov 10th at 1pm and Nov 15th at 6pm at the Frederic Village hall. The grant applications are due on December 15th 2016. The 85.21 Department of Transportation Grants are State funded with a 20% county cash match. As both county's trust accounts are overfunded, and we need to develop a 3 year plan to spend down the monies.

A van purchase for Burnett County is under discussion.

Break: 9:55-10:10

Directors Report: Final Affairs, held in Danbury, was a success this year. It was recorded for Public Television to be broadcast at a later date. Ridgeview Apartments in Clear Lake is having an Open House dedication for their new facility on Nov 13th. Laura reviewed the state Customer Satisfaction Report saying that Polk and Burnett Counties received an above average percentage rate. A discussion was held regarding the changes to the ADRC state contract for 2017.

Open Enrollment is a busy time. Liz Arcand and Judy Brusletten are working part time to help out with the busy schedule. Upcoming community events include a First Responder/Alzheimer's training and the opening of the Memory Café in Amery. A Dementia Summit will be held in the spring.

Committee Comments:

Future Agenda Items: Transportation Grant application review and action

Future Meeting date and Location: December 9th at the Tribal Health Center in Hertel, 9:00 am.

Motion to Adjourn: made by Joe Demulling, seconded by Warren Nelson.

Respectfully submitted by Carol Zygowicz