

**AGING AND DISABILITY RESOURCE CENTER  
Of Northwest Wisconsin**

**Polk Co. Government Center  
Lower Level Conference RM  
Jan 29, 2015  
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.

Public is welcome.

**AGENDA**

Call to Order

Roll Call

Moment of Silence

Pledge of Allegiance

Approval of Agenda

Approval of Minutes

Public comments

Staff Presentation: I&A what it is and what The Specialists do  
Angie Joy – Information and Assistance Specialist

Director's Report

Board Membership Appointment – Tribal Elder\* Action Item

Nutrition programs update

Meal Site Cook Position Request\* Action Item

Care Transition Initiative – Tonya Eichelt

Committee Comments

Future meeting dates and locations

Future Agenda items

**Dave McGrane, Chair  
Laura Neve, Director**

# **Aging and Disability Resource Center Board Meeting**

**Jan 29. 2015**

**9:00 AM** Polk County Government Center; Lower Conference Room

**Present:** Pat Schmidt, Larry Jepsen, Dick Klawitter, Dave McGrane, Gladys Beers, Joyce Bergstrand, Marvin Caspersen, Deanne Sasselli.

**Absent:** Crystal Peterson, Dorothy Richard, Gary Lundberg

**Others:** Tonya Eichelt, Dawn Sargent, Angie Joy, Laura Neve

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The meeting was called to order by Dave McGrane at 9:05am

## **Roll Call/Moment of Silence/Pledge of Allegiance**

**Approval of Agenda:** Motion was made by Marv Caspersen, seconded by Larry Jepsen; passed unanimously.

## **No Public Comments**

**Staff Presentation:** Angie Joy, Information and Assistance Specialist, gave an overview of her day to day job duties and a short description of her responsibilities in her position. She fielded questions from the members of the board.

**Approval of Minutes:** Motion made by Pat Schmidt, seconded by Joyce Bergstrand; passed unanimously.

**Directors Report:** Laura reported that we will be fully staffed as of Feb 2. Letters were read with glowing reports on Liz Arcand and Connie Crosby as Elder Benefit Specialists.

Performance Reviews have started under the new procedures for Polk County employees. Laura noted more time consuming up front but the development of goals gave more framework for the discussion and will make it easier to evaluate progress in future years.

The ADRC is looking at potentially purchasing another vehicle for employee use at the Siren office. We are waiting on approval for use of trust account funds then will follow both state and Burnett County procedures by bringing it back to the board. Discussing options on buying vs leasing.

GWAAR has approved the 2015 budget and plan. Transfer of money from C1 to C2 has also been approved.

ADRC Conference will be held in LaCrosse WI on April 15-17. Tonya will be a presenter. More details should be available and shared at our next meeting.

The MA Transportation Audit still underway with no results released yet. The Legislative Audit Bureau's website lists "Winter 2015" as the anticipated release date for the results.

Laura passed out a summary of the Older Americans Act- Reauthorization Act of 2015. Yesterday it had passed through the bipartisan HELP (Health, Education, Labor and Pensions) committee of the Senate. The passage of the Act would help secure the funding of the Aging Programs.

2014 Expense Report was passed out and reviewed.

**Board Membership Appointment-Tribal Elder:** Motion to approve Dan Mosay as a member of the ADRC board was made by Pat Schmidt, seconded by Larry Jepsen; passed unanimously.

**Nutrition Update:** Dawn reported that Grantsburg Archery Club made a \$2000 donation to the Meals on Wheels Program. A thank you was sent to them and a follow up thank you will be in the next issue of The Voice.

Two substitute cooks have been hired and there is one more interested. Dawn is now a State Certified Food Manager.

Discussion on how the sites are going in regard to the quality of the food, temperature issues, and deliveries, cost of meal contracts. Work is being done on a Standardized Cost Sheet Statewide. Reinhart Foods is being looked at as a possible supplier.

**Meal Site Cook Position request:** Motion was made by Larry Jepsen, seconded by Gladys Beers, to fill the A&H cook position that will be vacated by upcoming retirement. Passed unanimously.

**Care Transition Initiative:** Tonya hosted a discussion on forming a Charter Group to partner with local hospitals on setting guidelines for follow-up with Discharge Plans, identifying communication, recourses and best practices.

**Committee Comments:** Recommendations on a potential article for The Voice on seniors helping the youth fill the skills gap needed in the Trades field.

**Future meeting date and locations:** Meeting to be at the Siren location on April 2<sup>nd</sup> at 9:00 am.

**Future Agenda Items:** Members whose terms will be ending.

**Motion to Adjourn:** Dick Klawitter and seconded by Marvin Caspersen

Respectfully submitted by Carol Zygowicz