

**AGING AND DISABILITY RESOURCE CENTER
Burnett County Board Room
Siren, WI
December 5, 2013
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.

AMENDED AGENDA

Call to Order

Roll Call

Pledge of Allegiance

Approval of Agenda

Approval of Minutes

Public comments

Staff Presentation: Medicare Part D – Nancy Anderson

Review and Action of New Board Membership

Approval to Transfer Funds C1 to C2

Director's Report

- Personnel Update

Transportation Program Review (Tonya)

- Software Program
- Action: Support of County Coordination Plan
- Action: 85.21 Dept of Transportation Grant Applications

Meal Site update (Dawn)

Year End reporting update (Dawn)

Committee Comments

Future Agenda items

Future meeting dates and locations

**Larry Jepsen, Chair
Laura Neve, Director**

The **mission** of the Aging and Disability Resource Center is to empower and support seniors, people with disabilities and their families by providing useful information and finding the help people seek.

Aging and Disability Resource Center Board

December 5, 2013

9:00 AM

County Board Room of Burnett Co. Government Center

Present: Dorothy Richard, Dick Klawitter, Dave McGrane, Hershel Brown, Joyce Bergstrand, Pat Schmidt, Gary Lundberg, Gladys Beers, Crystal Peterson

Absent: Lynne Schauls, Larry Jepsen

Others present: Laura Neve, Tonya Eichelt, Dawn Sargent, Julie Pedersen

The meeting was called to order by Pat Schmidt at 9:09 AM

Roll Call/Pledge of Allegiance

Approval of Agenda: Motion made by Dave McGrane, seconded by Herschel Brown; passed unanimously

Approval of Minutes: Motion made by Dave McGrane, seconded by Joyce Bergstrand; passed unanimously

No Public Comments

Staff Presentation: Tonya Eichelt spoke on this year's changes in procedures for Medicare Part- D processing. A temp had been hired to do the scheduling and plan finder search. This has reportedly been a much more efficient use of time for the Elder Benefit Specialists.

Review and action of New Board Membership: Duane Emery has resigned from the Board. Crystal Peterson has spoken with a tribal elder who may be interested in replacing him. The applicants for the elder representative for the Polk County area had been reviewed. It was decided that Laura Neve and Crystal Peterson will come up with questions and meet with each applicant to make a decision.

Transfer Funds from C1 to C2: Laura Neve explained the silo effect of the Aging Grants particularly with the Nutrition programs. Federal guidelines designate C1 funds for Congregate Meal expenses while C2 funds are for Home Delivered. Each county has the ability to request up to 45% of funds of C1 to be used towards Home delivered costs. Due to the rural nature of our service area, we have high delivery costs. It is understood that the full amount is NOT then required to be used for Home Delivered.

Motion to approve waiver request to transfer funds from C1 to C2. Gary Lundberg made a motion, seconded by Dave McGrane to approve the request of a waiver for the maximum amount of 45%; passed unanimously

Director's Report: Laura Neve gave an update on all of the recent personnel changes. Barb Cedar, Dispatcher, has retired. She will be invited to attend the next Board Meeting (which will be

in Balsam Lake) to acknowledge her retirement with a presentation. We currently have three unfilled positions and will be looking at a possible reorganization of the positions to make sure we are meeting the needs of the agency.

There will also be a Temp hired to fill in for the receptionist position during her maternity leave. Recently a Lead Site Worker has been hired for our Dresser site as well as two Subs. We are now fully staffed for the meal sites.

Transportation Program Review: Tonya Eichelt, Supervisor over Transportation Program, gave an update on the Dispatch Software program we started using at the beginning of the year. Positive changes have come our way with its use. There are still some tweaks that need to be made.

The fee for service is changing from the sliding fee scale to a per mileage rate from Driver door and back, which is the distance they get paid. This is to make it consistent and fair among riders. It is still a “co-pay”; the program covers half of the cost.

Motion to support the Transportation County Coordination Plan for Polk and Burnett Counties Combined. Motion made by Gladys Beers and seconded by Dave McGrane Discussion. Passed unanimously.

Motion to approve submission of application to Dept. of Transportation for 85.21 grants for both Polk and Burnett Counties separately. Motion made to approved the applications for both Polk County and Burnett County as written by Crystal Peterson and seconded by Hershel Brown. Discussion. Passed unanimously.

10:30 – Dorothy Richard left

Meal Site update: Dawn Sargent, Interim Aging Supervisor, reviewed the changes happening within the nutrition programs. There is a potential change in suggested donation amount based on the actual cost of meals. This amount has not been adjusted for many years and the cost of food has increased significantly.

Linda Bolle has been hired as Lead Site Worker for the Dresser meal site.

Anticipated timeline for opening Centuria site is the first of the year with Lori Brooks being the Lead Site Worker there. Opening that site should take some pressure off of the Luck site for their meal counts.

The Grantsburg site has really increased in numbers of meals including congregate. We have brought in a Sub to help the two busier days of the week.

Connections have been made between the schools and meal sites in the Burnett area. The students have visited the sites and made holiday cards. This program will be expanded to Polk County schools pending school cooperation.

10:50 – Dick Klawitter left

Year End Reporting Update: Dawn Sargent passed out some summary information on the required reporting to the state. Discussion was held on the monetary impact the Disability Specialists have for the counties.

Committee Comments: No comments

Future Agenda Items: Outcome of interviews for potential board members, follow-up on Frederic Center, Family Care transition, and update on MTM.

Future meeting dates and locations: The next meeting will be Feb 6th at 9:00 AM in Balsam Lake.

Adjourned: motion by Dave McGrane, seconded by Crystal Peterson; passed

Respectfully submitted by Laura Neve per notes of Julie Pedersen