

**AGING AND DISABILITY RESOURCE CENTER BOARD MEETING
MINUTES**

May 31, 2019 9:30AM

Burnett County Government Center; Rm 165 Siren WI 54872

Present: Brent Blomberg, Fred Eaves, John Helling, Dean Johansen, Dick Klawitter, Dorothy Richard, Beverly Sandberg and Barb Behan.

Absent: Erica Doriott, Tracy LaBlanc, Dan Mosey, Joe Demulling

Other Present: Laura Neve, Sabrina Naglosky, Angie Joy, Sarah Polk, Nicole Coulter, and Christi Arcand.

Call To Order- 9:33 AM by Dorothy Richard

Roll Call

Moment of Silence

Pledge of Allegiance

Approval of Agenda- 1st Dick Klawitter 2nd- John Helling and passed unanimously.

Approval of Minutes- 1st Brent Blomberg 2nd- John Helling and passed unanimously.

Public Comments- None

Director Neve (Laura) welcomed new minute taker Nicole Coulter.

Staff Presentation:

Christi Arcand shared several success stories and discussed her Disability Benefit Specialist role. Laura also shared a “Thank you” card Christi got in the mail from a client. There was a group discussion regarding burial trusts and social security disability.

Nutrition Update: Aging Supervisor, Sabrina Naglosky, is working with the Sustainable Kitchens group to incorporate scratch-cooking meals into our programming. The roll out date is August 1st 2019. This will include branding, marketing, and procedures for food safety and conduct. Sabrina shared a video introducing the group to Sustainable Kitchens. Discussion was held on the details of the program.

Sabrina discussed the Siren Meal site and how they have not filled the position for site manager yet. Therefore all the Siren home delivered meals will be delivered through the Webster Site. Webster meal site will also deliver hot meals to congregate group still meeting in Siren for people to enjoy them and be social.

Action Item: Purchase of Roasters and Food Processors

Sabrina presented a request to purchase 2-4 roaster pans for each site as recommended by Justin Johnson, CEO of Sustainable Kitchens. A discussion was held regarding the type of pan. They are \$96 for 2 at Sysco.

A motion to approve the purchase of the amount and type of roasting pans for each site as recommended by Sustainable Kitchens was made by John Helling, seconded by Fred Eaves, passed unanimously.

A motion to approve the purchase of a Boelter food processor for the Webster meal site for \$1024 with approval for one processor for each of the other sites pending determination of necessity was made by Fred Eaves, seconded by Dean Johansen, passed unanimously.

Action Item: Review and approval of Transportation Policy and Driver Handbook

Transportation Coordinator, Sarah Polk, presented the Transportation Policy and Driver Handbook to the board. A few corrections were shared for the handbook. Sarah addressed questions and concerns then discussed the specific new policies for the social van and bus. There was a concern brought up regarding the release of liability wording. The Board postponed the vote on approval until new wording is sought and brought back in front of the group.

Transportation update- We are no longer in contract with Lean on Me but now in contract with In Home Care for the social van drivers. The Wayne's Foods trip in Webster was discussed. The owner is giving a discount on groceries for the seniors on the trips.

Director's Report:

Laura reviewed the 2018 fiscal summaries. Explained the adjustment rate of federal dollars for the ADRC program and how they extended our contract amount. We are right at contract allocated amount now. She discussed where our money is going which is mainly staff time. Nutrition is a big spender and so is transportation in the aging program.

Laura updated the group on the trike program. We are using the same vendor as last year for the trikes and each county gets 25 trikes.

There will be a reallocation of funds at the state level for both the ADRC and aging formula to be more equitable across the state.

With the resignation of a board member Laura will be actively pursuing a replacement. Ads are in the paper and newsletter. Laura will bring applications to the next meeting.

Laura shared the "thank yous" received and one complaint which was related to housing for elderly. The individual feels Polk County is not doing enough to secure unsubsidized housing for the elderly. Dorothy and Barb agreed and said Burnett needs more housing as well.

Committee Comments

Dick appreciates the staff and guiding!

Future Agenda Items

Transportation update- Action Item: handbook policy continued

Director's Report: Budget Allocation ADRC and Aging and replace board member

Future meeting dates and locations

July 19th Hertel Tribal Center 9:30 AM

Motion to Adjourn: 11:12AM- 1st Dean Johansen 2nd Fred Eaves

Respectfully Submitted by: Nicole Coulter