

## **Commission on Aging Disability Board Meeting Minutes July 13, 2016**

The Commission on Aging and Disability met in conference room A/B in the Community Services Building at 221 West Seminary Street, Richland Center, WI 53581

**Members present:** Sharyn Knudson, Cindy Riley, David Scribbins, Virginia Wiedenfeld, Paul Kinney, Richard Rasmussen, and Marilyn Marshall

**Members absent:** Larry Jewell and Belinda Granger

**HHS Staff present:** Roxanne Klubertanz-Gerber, Tanya Webster and Linda Batten

**Others present:** Marlene Mathews and Tami Boelman

**1. Call Meeting to Order:** Meeting was called to order at 1:00 p.m. by David Scribbins.

**2. Posting and Agenda:** Linda Batten verified the agenda was posted properly. Paul Kinney made a motion to approve the agenda; Virginia Wiedenfeld seconded. Motion carried.

**3. Approval of June 8, 2016 Commission on Aging and Disability Meeting Minutes:**

- Virginia Wiedenfeld made a motion to approve the June 8, 2016 Commission on Aging and Disability meeting minutes; Marilyn Marshall seconded. Motion carried.

**4. Board Education (Tanya Webster):**

- Tanya handed out the Nutrition Program Report for the board.
- The report showed that there was a decrease in meals in Rockbridge, Richland Center and Germantown from 2015 to 2016. Only Viola had an increase. Tanya reported that all meals are made in Richland Center. She said she thought the decrease for Rockbridge was because of deaths in that area. She feels that the decrease for Germantown was because the meal site was closed for four weeks for asbestos tile removal. Tanya said that Rockbridge was currently down for asbestos tile removal.
- Tanya said that the cost allocation for the meals went up by \$0.61 when a review was done for the state. She felt this was because of an increase in portion size and changes in policies by the state.
- Tanya reported that March was National Nutrition Month and this was celebrated by having samples of kale chips, black bean brownies and chick pea brownies. Tanya reported that not many people liked the kale chips.
- Tanya said that Tuesday May 17<sup>th</sup> was the Home Delivered Meals Volunteer Appreciation Breakfast. There were 65 volunteers who attended. Because of the generous support of local businesses, some volunteers walked away with more than one prize.
- Tanya and Joanne Welsh distributed Senior Farmer's Market Vouchers on five different days in June. After all the distributions there were only a few vouchers remaining.
- Tanya will be working with Sara Koenig from the Bureau of Aging and Disability Resources to schedule a ServSafe training in November for either certification or recertification. Additionally, the State has mandated a Nutrition Site Worker Training for August 9<sup>th</sup> from 1:30 to 3:30. This will be held here at the Community Services Building.
- Tanya reported that from January 2016 to June 2016 there were approximately 2,902 volunteer hours. Additionally, she said she will be advertising for additional volunteers as there are vacancies because of volunteers having medical issues.
- Marlene Mathews stated that the meals are very good and that the people delivering them are very friendly.

**5. Reports from Aging and Disability Organization:**

- Marlene Mathews reported that in May they had a speaker and that they had a sandwich bar and desserts.
- Marlene said that for June they played Bingo and sang. Additionally, they were in the Rodeo Parade and that they handed out pencils during the parade.

- Marlene stated that July is going to be themed around red/white or blue shirts. If people do not wear these, they will either have to tell a story or tell a knock/knock joke.
- Marlene said that in August they will have a picnic and a brat sale.
- Tami Boelman reported that the move in date for the Pine Valley remodel will be October 6<sup>th</sup>. She said volunteers are needed to help unpack and to get residents settled in their new surroundings. She estimates this would only require three hours of time by a volunteer. Tami said that Pine Valley would have an Open House in mid-September.
- Marlene Mathews stated that when Schmitt had their move in, they received morning meds and breakfast and when they returned to their rooms everything was gone.
- Roxanne stated that she would put something in the newsletter about volunteers being needed for this move.
- Sharyn Knudson stated that Schmitt had a Father's Day picnic that included both antique cars and tractors. This was well received by everyone.
- Cindy Riley talked about the hospital having training.

## **6. Citizen Comments: None**

## **7. ADRC Updates:**

- Roxanne reported that the build out on the north side of the building passed Finance and Personnel. Becky Dahl is working with the state to get the needed additional funding.
- Roxanne said that both the Elder Benefit Specialist (Joanne Welsh) and Disability Benefit Specialist (Jodi Carlile) will be getting larger offices. Roxanne said that their current offices are a very tight squeeze for a person in a wheelchair. Paul Kinney wanted clarification on the tight squeeze and Roxanne said that the tight squeeze is for their current offices.
- Sharyn stated that the original plans, for where they are now, was to have larger offices. However, there were changes made to the plans and they got smaller offices.
- Roxanne reported that the 5310 Transportation grant passed TCC this morning and this would be submitted at the beginning of August.

## **8. Dementia Friendly Communities Initiative 2016 - Updates:**

- Roxanne reported that the first Stakeholders meeting was held on June 23<sup>rd</sup>. 21 community members and or leaders attended this meeting.
- Roxanne said they brainstormed different ideas. Purple Angel, Project Lifesaver, and Silver Alert.
- Roxanne stated that August 25<sup>th</sup> will be Train the Trainer meeting. This meeting will key in on Richland Center businesses.
- Tami Boelman stated she attended the stakeholders meeting and was very impressed with the number of businesses that attended, especially banks. Tami was very impressed that WalMart attended the meeting. (She indicated that the process isn't long, only about a half an hour.)
- Roxanne said she would have Becky DeBurr attend next month, so she can show the PowerPoint that was shown at the Stakeholders meeting.

## **9. Richland Center Pedestrian Safety Discussion:**

- Roxanne reported that Chief Clemens could not be at today's meeting as he was on vacation. However, he will attend the meeting next month.
- Roxanne said that when she spoke with him, she found out the City Council has approved funding for the painting of crosswalks to make them more visible.
- David suggested that maybe having a pedestrian safety week would be a good thing as he believes both pedestrians and vehicles need to be reminded of the rules. (Examples: Pedestrians are not crossing in crosswalks and cars are pulling up to far when they stop. So even if a pedestrian wanted to cross, they would either have to go behind the car or in front of the car which would put them out in the intersection.)

- Sharyn spoke with her brother regarding pedestrian safety statistics. (She handed out sheets for us to look at and keep.) She said that four pedestrians every day are killed in Wisconsin.
- Sharyn said that there may be grants available to help with cost.

**10. Board Openings:**

- Roxanne said she is advertising for the open board positions. (Beth Busch and Steven Boomfeld). Two people have expressed an interest in becoming board members.
- Roxanne stated that she believes that 51% of the board needs to be over 60.
- Roxanne said she would take suggestions from the board for new members.
- Virginia asked about the person that Marie Rakow had suggested. Roxanne said she had left a message with both Paul Corcoran and that person and that neither one of them had called her back.
- Virginia Wiedenfeld made a motion to approve Sandra Kramer as a new COAD board member; Sharyn Knudson seconded. Motion carried.
- Roxanne said she would put this on the agenda for Health and Human Services board and Committee on Committee for approval.

**11. Schedule Next Meeting:**

- Next meeting is scheduled for Wednesday, August 10, 2016 at 1:00 p.m. in Conference Rooms A & B of the Community Services Building, 221 West Seminary Street, Richland Center, WI 53581.

**12. Adjourn:**

- Motion to adjourn until Wednesday, August 10, 2016 at 1:00 p.m. was made by Paul Kinney; Sharyn Knudson seconded. Motion carried.

Respectfully submitted,

Linda Batten  
ADRC of Eagle Country - Richland Center Office