

**Commission on Aging Disability Board Meeting Minutes
November 14, 2018**

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: Virginia Wiedenfeld, Sandra Kramer, Carolyn Denman, Cindy Riley, David Scribbins, Van Nelson, Paul Kinney, Gary Peters and Belinda Granger
Members absent: Sharyn Knudson and Linda Symons
HHS Staff present: Roxanne Klubertanz-Gerber, Jodi Hines, Hannah Robertson, Darin Steinmetz and Linda Batten
Others present: No one

1. Call Meeting to Order: Meeting was called to order at 1:01 p.m. by David Scribbins

2. Posting and Agenda: Linda Batten verified the agenda was posted properly. Sandra Kramer made a motion to approve the agenda; Gary Peters seconded. Motion carried.

3. Approval of October 10, 2018 Commission on Aging and Disability Meeting Minutes:

- Gary Peters made a motion to approve the October 10, 2018 Commission on Aging and Disability meeting minutes; Sandra Kramer seconded. Motion carried.

4. Board Education – SNAP/Energy Assistance:

- Hannah Robertson from the Economic Support Unit reviewed the Energy Assistance Program, including application deadlines, application criteria, and crisis funds. Conversation from board members arose regarding furnace replacement. Hannah discussed the process for the program.
- Darin Steinmetz from the Economic Support Unit discussed the upcoming DSNAP (disaster related SNAP) program. Darin reviewed criteria and indicated that applications will only be accepted from 12/10-12/14 and is a one-time only benefit.

5. Disability Program Update – Jodi Hines:

- Jodi Hines, Disability Benefit Specialist for the ADRC reviewed her role. Jodi also discussed information from Social Security including scam issues. Jodi reviewed the need to set up a MySSA.gov account and gave handouts on how to do this.

6. Reports from Aging and Disability Organizations:

- None

7. ADRC budget update:

- Roxanne explained that the current ADRC budget is at 82.8% utilization.
- Roxanne reported that Transportation is over budget but revenues are higher as well. Expected surplus for 2018 is \$4795.51 which Roxanne will request be rolled over for 2019.

8. ADRC Update:

- Roxanne introduced Brittney Wirtz, ADRC intern, to the board.
- Roxanne informed the board that:
 - The 2019-2021 Aging Plan has been submitted to GWAAR.
 - 2019 85.21 Transportation grant has been submitted to DOT.
 - She received verbal confirmation that the 2019 5310 grant for the bus program has been approved at 85% of what was requested. This is a 10% increase over last year.
 - The minivan for the ADRC has been ordered and delivery is expected to be in early 2019.
 - The medium bus for Pine Valley is expected to be delivered in April or May of 2019.
 - The transportation program will be offering trips to community members to see the Rotary Lights in mid-December. The program will also be taking individuals from Our House, Pine Valley, and Schmitt Woodland Hills to see the lights as well.
 - The transportation program added one volunteer driver and one paid bus driver. The bus driver will be completing necessary safety training on 11/15/2018

- The ADRC, in partnership with Symon's Recreation, has provided two Tai Chi classes this year and a third just began. Another class is being planned in Viola in partnership with Symons Recreation and the ADRC of Vernon County.
- The Homeless Point in Time Count will be in late January. Volunteers are always welcome.
- Tracy Thorsen, the new Health and Human Services Director, starts 12/3/18. Tracy has been working some hours in November. Roxanne will invite her to an upcoming meeting so everyone can meet her.
- The new Dementia Care Specialist, has received most of her training and will be starting to receive referrals from Information and Assistance Specialist.
- Roxanne talked to the board about not having a December meeting. After discussion, all board members agreed not to have a December meeting. However, members asked to be informed if something came up in December.

9. Citizen Comments:

- Sandra Kramer reported that on July 27, 2019 the American Legion will be 100 years old. They will be having a birthday party with a remembrance walk, bounce houses, pedal pulls, a live band, food, a motorcycle run and a card tournament.
- Cindy Riley said she is a part of the Dementia Friendly task force at the hospital.
- Cindy stated that she was recently at a four day conference for Advance Directives (Honoring Choices).

10. Schedule Next Meeting:

- Next meeting is scheduled for Wednesday, January 9, 2019 at 1:00 p.m. in Conference Rooms A & B of the Community Services Building, 221 West Seminary Street, Richland Center, WI 53581.

11. Adjourn:

- Motion to adjourn until Wednesday, January 9 2019 at 1:00 p.m. was made by Sandra Kramer; Gary Peters seconded. Motion carried. ;

Respectfully submitted,

Linda Batten
ADRC of Eagle Country - Richland Center Office