

**Commission on Aging Disability Board Meeting Minutes  
August 12, 2020**

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

**Members present:** Virginia Wiedenfeld, Cindy Riley, David Scribbins, Van Nelson, Linda Symons, Carolyn Denman, Belinda Granger Patrick Manning and Gary Peters

**Members absent:** Sandra Kramer and Sharon Knudson

**HHS Staff present:** Roxanne Klubertanz-Gerber, Bob Sheire, Gina Laack, John Grothjan and Linda Batten

**Others present:**

**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. Virginia Wiedenfeld made a motion to approve the agenda; Linda Symons seconded. Motion carried.

**3. Approval of July 8, 2020 Commission on Aging and Disability Meeting Minutes:**

- Linda Symons made a motion to approve the July 8, 2020 Commission on Aging and Disability meeting minutes; Virginia Wiedenfeld seconded. Motion carried.

**4. Board Education: Brain Health – Gina Laack**

- Gina reported that because of COVID 19, everything looks and is done differently.
- Gina said that the Richland County Support Group is being held via the phone.
- Gina told the board that she is working on Project Lifesaver with different partners. This program connects developmentally disabled people or people at risk to law enforcement via a wrist or ankle band. The bands are good up to three miles. This program is similar to Silver Alert.
- Gina reported that Powerful Tools for Caregivers would start September 22. This is a six-week class.

**5. Program Update: Transportation – Linda Batten**

- Linda reported that the Transportation program has been informed that there will be a state audit sometime in the next year.
- Linda told the board that there will be a state patrol inspection of vehicles next Wednesday
- Linda informed the board that the bus that Schmitt is going to lease, the ADRC lettering has been removed.
- Linda told the board that trips are increasing and are approximately at 70 % of normal capacity.
- Linda reported that Roxanne worked with EOC to get cloth masks for our passengers who do not have a mask. Masks can be washed up to 15 times. We are asking passengers to wear these masks whenever they have a trip with us.
- Linda said that she is asking all passengers and driver's health questions the day before or the day of the trip.

**6. ADRC update:**

- Roxanne reported that Joanne Welsh (Elder Benefit Specialist) is paring down the available in person appointments she does for Medicare Part D this year.
- Roxanne said staff could work remotely if they wish. However, someone always needs to be here for Intake.
- Roxanne told the board that the building is now open. All clients are asked to wear a mask and are asked COVID health questions. She said that most things could be done over the phone.
- Roxanne said that the ADRC in partnership with Crawford County would be doing a Powerful Tools for Caregiver workshop, starting in September thru October. This will be done online.
- Roxanne told the board that the ADRC has created a new Caregiver stipend policy to give people the option to have relatives or neighbors to help them. Individuals need to be vetted and there is a process to being approved.

**7. Report on Aging Funds transfers:**

- Roxanne said that \$4156 was transferred from IIIB to IIIC, \$32,806 from C1 (congregate meals) to C2 (home delivered meals) and \$850 from IIID (prevention programs) to C2 (home delivered meals). Additionally, because of COVID this year any funds remaining in Nutrition can be carried over to next year (2021).

**8. ADRC Budget Review:**

- Roxanne reported that \$224,537 has been utilized of \$376,724. Or 59.6% utilization. This is a little over because of the extra payroll. Transportation expenses are at \$79,318.82 with projected expenses to be \$145,975. Transportation's current revenue is \$112,555.29 with an expected additional \$40,398.93 revenue. Therefore, there should be a projected surplus of \$6979. The Aging programs are currently at 44% utilization.

**9. Reports from Aging and Disability Organizations:**

- Cindy Riley told the board that Med/Surg is now allowing two people to accompany patients. The ER and Birth units are allowing only one person. Cindy also said that the hospital has been having many ZOOM meetings. They have also seen an increase in elective surgeries.
- John Grothjan said that all vacancies for the ADRC Governing board are now filled.
- John also said that they have made an offer to someone for the EBS position in the Mauston office.

**10. Citizen Comments:**

- Bob Sheire reported that the new dialysis center hopes to break ground August 18. There will be a drug store in the same building. Bob said they are hoping to have it up and running by January. Bob said the company is Tri-State out of Dubuque.
- Virginia Wiedenfeld said she encourages people to utilize the GRAB n GO through the nutrition program.

**11. Schedule Next Meeting:**

- Next meeting is scheduled for Wednesday, September 9, 2020 at 1:00 p.m. in Conference Rooms A & B of the Community Services Building, 221 West Seminary Street, Richland Center, WI 53581 and via ZOOM.

**12. Adjourn:**

- Motion to adjourn until Wednesday, September 9, 2020 at 1:00 p.m. was made by Linda Symons; Gary Peters seconded. Motion carried.

Respectfully submitted,

Linda Batten  
ADRC of Eagle Country - Richland Center Office