

Commission on Aging Disability Board Meeting Minutes
April 12, 2023

The Commission on Aging and Disability met via ZOOM or in person

Members present: David Scribbins, Danielle Rudersdorf, Larry Engel, Virginia Wiedenfeld, Sandra Kramer, Carolyn Denman, Jodi Hines and Linda Symons
Members absent: Jodi Hines and Julie Fleming
HHS Staff present: Roxanne Klubertanz-Gerber, Tanya Webster, Rose Welsh, Tricia Clements and Linda Batten
Others present: Georgette White

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. Linda Symons (COAD Board) made a motion to approve the agenda; Sandra Kramer seconded. Motion carried.
Danielle Rudersdorf (Nutrition Advisory Council) made a motion to approve agenda; Georgette White seconded. Motion carried.
3. **Approval of March 8, 2022 Commission on Aging and Disability Meeting Minutes:**
 - Sandra Kramer made a motion to approve the March 8, 2023 Commission on Aging and Disability meeting minutes; Linda Symons seconded. Motion carried.
4. **Approval of February 15, 2023 Meeting Minutes: (Nutrition)**
 - Danielle Rudersdorf made a motion to approve the February 15, 2023 Nutrition Advisory Council meeting minutes; Georgette White seconded. Motion carried.
5. **Welcome and Introductions**
 - Everyone who was present, in person or on ZOOM, introduced himself or herself and either gave a little background of themselves or their job title.
6. **Review and approval of Request for Proposals received for Nutrition Program**
 - Roxanne shared with everyone the two vendors who bid on the Request for Proposals.
 - Vendor 1 had a score of 380 points. Some of the things that lowered the score were not willing to deliver meals to sites, no back up plan if issues with meals arise, could not guarantee to provide meals after 2023.
 - Vendor 2 had a score of 401 points. They were able guarantee that they could deliver meals past 2023. They have had no issues with quality or service. They also included references from Sauk County about the quality and delivery.
 - Health and Human Services staff (Roxanne, Tricia Clements and Tanya Webster) recommended Vendor 2.
 - Larry Engel from (COAD board) made a motion to approve Vendor 2; Danielle Rudersdorf seconded. Motion passed.
 - Georgette White from (Nutrition Advisory Council) made a motion to approve Vendor 2; Danielle Rudersdorf seconded. Motion approved.
7. **ADRC update:**
 - Roxanne reported to the board that a meeting will be held next Tuesday at the Phoenix Center about the Transportation 5 year Coordinated Plan. Suggestions from this meeting are used to create the plan which is used for writing of grants.
 - Roxanne informed the board that April 25 a Volunteer Driver/Nutrition Driver meeting/training would be held at the Phoenix Center.
 - Roxanne reported that ADRC staff is doing Dementia Live.
 - Roxanne said that May 10 is Aging Advocacy Day. People can talk with their legislatures about what they feel is needed within the county. She asked if anyone would want to go to this.
 - Roxanne informed everyone that May is Older American month. She is working with Symons about having a free day and a 3K walk.
 - Additionally, Roxanne said that May is also ADRC month and staff will be on the morning show.
 - Roxanne reported that next week a class for Powerful Tools for Caregivers and Savvy Caregivers would be held.
 - Danielle Rudersdorf said that May is also Ehlers Danlos Syndrome.

- Danielle also said she spoke with Lee Van Landuyt about being an advocate for the Germantown meal site.

8. ADRC Budget Review

- Roxanne reported to the board, that all programs ADRC, Transportation, Nutrition and Aging Programs are below the projected utilization. The total budget amount for all programs is \$1,042,574.81. The total amount of expenses for far this year is \$210,938.72.

9. Reports from Aging and Disability Organizations:

- Angela Metz reported that the hospital would have a Stroke education class on May 24.
- Angela also said that Drug Take Back Day is April 22.
- Angela informed everyone that Senior Life Solutions has a new Director, Haley Salisbury.
- Angela let everyone know that she and Cindy Riley are now full-time at the hospital.

10. Citizen Comments:

- Sandra Kramer reported that the Legion Auxiliary would be having a Spaghetti Supper on May 26. It will start at 4:30. A free will offering is being suggested.
- Sandra reported on the Soup Supper Pie Auction that was held in March. They made over \$790.00 on soup and over \$1790 on the pie auction. \$360.00 was the highest bid for a pie. The proceeds will be earmarked for upgrades to the Legion.
- Sandra said that the donkeys would be at Sauk County Health Care on May 25. They will also be in the Memorial Day parade on May 29.
- Roxanne let everyone know that there would be no COAD meeting next month because Aging Advocacy Day in May 10. This will be a long day for everyone that goes to this event.
- Danielle Rudersdorf asked if Vendor 2 did not have a backup plan, could we ask for one.
- Roxanne replied that they would be required to provide this.

11. Schedule Next Meeting:

- Next meeting is scheduled for June 14, 2023 at 1:00 p.m. via ZOOM or in person.

12. Adjourn:

- Motion to adjourn until June 14, 2023 at 1:00 p.m. was made by Sandra Kramer; Larry Engel seconded. (COAD Board) Motion carried.
Georgette White made a motion to adjourn the Nutrition Advisory Council; Virginia Wiedenfeld seconded. Motion carried.

Respectfully submitted,

Linda Batten
ADRC of Eagle Country - Richland Center Office