

**Commission on Aging Disability Board Meeting Minutes
September 12, 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, Linda Symons, Gary Peters, Belinda Granger and David Scribbins

Members absent: Sharyn Knudson, Van Nelson, Paul Kinney and Cindy Riley

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

Others present: No one

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. Sandra Kramer made a motion to approve the agenda; Virginia Wiedenfeld seconded. Motion carried.

3. Approval of August 8, 2018 Commission on Aging and Disability Meeting Minutes:

- Sandra Kramer made a motion to approve the August 8, 2018 Commission on Aging and Disability meeting minutes; Virginia Wiedenfeld seconded. Motion carried.

4. 2019-2021 Aging Plan Public Hearing:

- Roxanne sent around the Aging Plan for the board to review. She then went through it with the board.
- Linda Symons asked Roxanne if GWAAR (Greater Wisconsin Agency on Aging Resources) had any suggestions for the Aging Plan. Roxanne told the board that GWAAR was very excited about the Caregiver Kits. (The idea came from public meeting at the Viola Library.) She said that Monroe County also had this in their 2019-2021 Aging Plan.
- Linda Symons asked when Richland – ADRC would get these kits. Roxanne said she did not know.
- Sandra Kramer asked if the Brewer library would receive these kits. Roxanne told her the Viola library would get them first.
- Linda Symons also suggested that these could be advertised through the pharmacies.
- Linda Symons asked Roxanne if the COAD board members could help. Roxanne said she would like the board to get these ideas out to the public.
- Linda Symons also asked if the board could see a sample kit. Roxanne replied that she will get a sample kit for the board to look at.
- Tanya Webster went through the Nutrition portion of the 2019-2021 Aging Plan with the board. She said Lone Rock is the area of the most need and the hope is to get a Meal Site in Lone Rock.
- Tanya also told the board she would like to get a diabetes facilitator and a dental hygienist to come to the different meal sites.
- Linda Symons stated that these meetings would be good to talk about dementia also.
- Sandra Kramer said that a VA person will be coming to the American Legion the 1st Monday in October to talk about dental hygiene.

5. Board Education: Welcome Dementia Care Specialist:

- Roxanne introduced Gina Locke (the new Dementia Care Specialist) to the board.
- Gina told the board a little bit about herself and her background. She also told the board that she met with Becky DeBuhr yesterday to discuss how they can work together and not duplicate efforts.
- Roxanne said that the plan will be that Gina will be in each county once a week once she is fully trained.
- Roxanne told the board that the state has increased the number of Dementia Care Specialist in the state from 15 to 21.
- Roxanne explained to the board that she and Gina have set aside a day next week to go out and meet businesses. Additionally, she said that next week they will be meeting with Kathleen O'Toole.

6. Review and approve 2019 Nutrition fund transfer form:

- Roxanne asked the board to approve a transfer of funds (\$10,000) from congregate meals to home delivered as home delivered is more costly.
- Gary Peters made a motion to approve this transfer; Sandra Kramer seconded. Motion carried.

7. Review and approve 2019-2021 Aging Plan Budget:

- Roxanne went through, in detail, with the board the 2019-2021 Aging Plan and the budget associated with this plan.
- Sandra Kramer and Belinda Granger had suggestions for Transportation outings in the future. (Concerts in the park and American Players Theatre.)
- Linda Symons made a motion to approve the 2019-2021 Aging Plan; Sandra Kramer seconded. Motion carried.
- Gary Peters made a motion to approve the 2019-2021 Aging Plan Budget; Sandra Kramer seconded. Motion carried.

8. Reports from Aging and Disability Organizations:

- None

9. ADRC Budget review:

- Roxanne told the board that the ADRC budget is currently at 64% utilization and it should be at 66%. So at this time she sees no problem with the budget.
- Roxanne also said that the ADRC has received some money from Nursing Home Relocation. She said this money will be used for a new computer and new chairs in the ADRC.

10. ADRC Update:

- Roxanne told the board that there will be a Youth in Transition meeting on 10/3 from 4:30 to 7:00 at the Community Center. She said that Tracie Lee and Jodi Hines will be going to this meeting.
- Roxanne reported to the board that the 5310 Operating Grant and Vehicle Application was submitted in August. Additionally, she said the check for the new vehicle was sent out and it has cleared.
- Roxanne said that a new intern for ADRC will be starting on September 16th.
- Roxanne stated that during the flooding there were 12 people at the Community Center. Additionally, a lot of businesses (Goodwill, Wal-Mart, QuikTrip and many others) have donated items for the flood victims in Richland County.
- Roxanne informed the board that there will be a Public Hearing on October 10th for the new 85.21 grant that came out early.

11. Discuss and possible recommendation: appointing COAD board member to the Transportation Coordinating Committee:

- Roxanne told the board that there should be one COAD board member on the Transportation Coordinating Committee board and asked for volunteers.
- Sandra Kramer and Virginia Wiedenfeld both volunteered for this. Virginia told everyone that she would bow out because Sandra said she would like to do this.
- Gary Peters made a motion to nominate Sandra Kramer to the Transportation Coordinating Committee board; Belinda Granger seconded. Motion carried.

12. Citizen Comments:

- None

13. Schedule Next Meeting:

- Next meeting is scheduled for Wednesday, October 10, 2018 at 1:00 p.m. in Conference Rooms A & B of the Community Services Building, 221 West Seminary Street, Richland Center, WI 53581.

14. Adjourn:

- Motion to adjourn until Wednesday, October 10 2018 at 1:00 p.m. was made by Sandra Kramer; Carolyn Denman seconded. Motion carried. ;

Respectfully submitted,

Linda Batten
ADRC of Eagle Country - Richland Center Office