

Commission on Aging Disability Board Meeting Minutes
January 10, 2024

The Commission on Aging and Disability met via ZOOM or in person in Conference rooms A/B of the Community Services Building, 221 W. Seminary St., Richland Center.

Members present: David Scribbins, Larry Engel, Carolyn Denman, Julie Fleming, Linda Symons, and Sandra Kramer

Members absent: Virginia Wiedenfeld and Angela Metz

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

Others present:

1. **Call Meeting to Order: COAD Meeting** was called to order at 1:03 p.m. by David Scribbins.
2. **Approval of Posting and Agenda:** Sandra Kramer made a motion to approve the agenda; Julie Fleming seconded. Motion carried.
3. **Approval of November 8, 2023 Commission on Aging and Disability Meeting Minutes:** Julie Fleming made a motion to approve the November 8, 2023 Commission on Aging and Disability meeting minutes; Linda Symons seconded. Motion carried.
4. **Citizen Comments: None**
5. **Review committee terms:**
 - Roxanne went through and named the board members whose terms end after the April board meeting: Carolyn Denman, Sandra Kramer and Virginia Wiedenfeld.
6. **Board Education: ADRC Dashboards:**
 - Roxanne informed the board that the dashboard was created in 2013. She said this shows information over the last year regarding needs of consumers and the type of work they have been doing.
 - Roxanne said that Richland County's call numbers stayed about the same as the previous year. However, there has been an increase in home visits. Additionally, there has been an 8% increase in walk-ins.
7. **Program Update – Nutrition Program:**
 - Tanya reported that because of the need for more volunteer drivers, hot home-delivered meals are only delivered on Monday, Wednesday and Friday. The count is currently at 76.
 - Tanya said a route is usually a maximum of 12. A route will usually take 45 minutes to an hour.
 - Tanya went on to say that there has been an increase since having the new vendor.
 - Tanya reported she is now trained in Bingocize and is planning to offer the program in May.
 - Tanya reported that she has three new volunteer drivers. However, more are needed to fill the need. Julie mentioned having staff present to the Buena Vista Lions. Roxanne will coordinate with her on this.
8. **2025-2027 Aging Plan – review survey and next steps:**
 - Roxanne reviewed the draft survey with the committee; members gave input on things to be added to the survey. Roxanne will incorporate the information and get the survey distributed.
 - There was discussion regarding the Aging Plan process and upcoming outreach events including going to apartment buildings, meal sites, etc.
9. **Review 2024 Aging budget:**
 - Roxanne reviewed the 2023 budget. Because we are just a few days into 2024, the numbers are not final.
 - Roxanne told the board that all budgets look good except for Nutrition, which will be over budget for 2023.
10. **ADRC Update:**
 - Roxanne reported that a new Information and Assistance (ADRC Specialist) would start on Monday.
 - Roxanne told the board that Joanne Welsh retired on January 5th, her the position will not be filled until late February.
 - Roxanne reported that in December Transportation had one trip to Rotary Light to La Crosse and one to Richland Center Rotary Lights.

- Roxanne also told the board that we have one new bus driver. However, she cannot transport people in a wheelchair until she has all of her training.
- Roxanne reported that the 85.21 grant has been approved.

11. ADRC Budget Review:

- See 9 above

12. Reports from Aging and Disability Organizations:

- None

13. Schedule Next COAD Meeting: February 14, 2024, 1:00pm.

14. Adjourn:

- Motion to adjourn until February 14, 2024 at 1:00 was made by Julie Fleming; Carolyn Denman seconded. Motion carried.

Respectfully submitted,

Linda Batten
ADRC of Eagle Country - Richland Center Office