

**Aging & Disability Resource Center of Grant County
Board Minutes
January 15, 2014**

The meeting was called to order by Chair Mary Yager at 9:00 a.m. at the ADRC Large Conference /Board Room, 8820 Hwy 35/61 South, Lancaster, Wisconsin.

Attendance: Dale Hood, Mary Yager, Linda Adrian, Mary Lou Bausch, Carrie Bell, Shirley Pink, Jan Lintvedt, Carol Beals

Excused: Steve Wetter, Linda Adrian

Others Present: Lori Reid

Compliance with Open Meeting Law:

Lintvedt/Hood: Motion that we are in compliance with the open meeting act. (Published via website, radio, newspaper and posted at the Grant County Administration Building). Motion carried.

Agenda Approval:

Bausch/Bell: Motion to approve the agenda. Motion carried.

Approval of Minutes – November 20, 2013:

Beals/Lintvedt: Motion to approve November 20, 2013 minutes. Motion carried.

Public Comment/Communication: Reports:

- Board members were informed that Gayle Mason's mother had passed away.
- Hood inquired about pre-recorded lifeline calls he kept getting offering a discount on groceries.
- Reid informed the board about building issues/concerns and stated that she will be meeting regularly with maintenance to discuss issues.

Advocacy:

1. **Report from ADRC Regional Governing Board Members** – The board will be developing an advocacy/action plan to address one of the top three issues identified at prior meeting.
2. **Public hearing for Transportation grants – January 16, 9:00 a.m.**

Approval of Vouchers:

Hood inquired about tire purchases and questioned if we were paying someone else to put them on. Reid stated that we used the vendor because we get a government rate but will look into whether we are paying someone else to install the tires.

Pink/Bell: Motion to approve November/December vouchers as presented. Motion carried.

Financial Report:

Board members had some questions on per diem and mileage payments. Reimbursements do not show dates for per diem and mileage. Reid will consult with the finance department and get back to the board. Lintvedt questioned accuracy of nutrition program report. Reid stated that she has been reviewing nutrition program reports from other counties to use as a guide for a possible revision of Grant County reports.

Bausch/Lintvedt: Motion to accept December financial report as presented. Motion carried.

Aging Plan 2014 Amendments: Reid reported that amendments were made to the 2014-15 Aging Unit Plan.

Beals/Bausch: Motion to accept 2014-15 Aging Unit Plan amendments.

Request to use C1 for C2 – congregate meal funds for home delivered meals: Reid stated that up to 45% of Congregate (C1) funds can be used for Home Delivered Meals (C2) if needed with board approval.

Hood/Pink: Motion to approve the use of C1 funds for C2 meals. Motion carried.

Eckstein Donation: Reid spoke with Teresa Eckstein as well as Doreen Hahn, Operations Manager of the Eckstein Fund and explained that the unspent donation funds would be put into a restricted trust and a plan and budget would be developed for these funds and approved by GWAAR. Both Ms. Eckstein and Ms. Hahn, emphasized the donation was intended to increase the number of seniors receiving meals. Doreen stated that equipment such as kitchen equipment, a van, or additional staff such as drivers would be appropriate if it increased the number of seniors receiving meals. Board members inquired if any of the funds could be used to offset the costs of people who cannot afford to pay the contribution cost of the meals. Reid will discuss this further with the Eckstein foundation.

Meal Site Manager Hiring: Mary Miller and Virginia Lochner will be retiring in January 2014. Reid requested to advertise these two positions.

Bausch/Beal: Motion to approve hiring process for Meal Site Managers in Platteville and Bagley. Motion carried.

Meal Site Sample Contract: Board reviewed a sample contract she would like to use with all meal sites.

Lintvedt/Hood: Motion to approve meal site contract template. Motion carried.

Director's Report: Reid handed out report to board members.

- A hearing loop will be installed in conference room.
- Working on program donation procedures.
- Working with CESA to implement the Transition Improvement Grant.
- Working on 2013 Self Assessment and 2014-15 amendments.
- Working on Civil Rights Plan
- Reviewing reports, policies, and procedures.
- The following staff were recognized at staff training in December:

One year: Lynette Lucey, Jessica Alt, Katie Batton, Jenny Jessen, Trish Gibson, Lonna Kwallek, Robin McLimans, Marcie Scholze-Harwick, Judy Sime, Dean Vogt, Roland Young

Three years: Diana Flogel, Mel Flogel, Julie Baumgartner

Five years: Ken Thompson, John Winkler, Robert Hinderman, Shirley Nolan, Linda Yaddof

Ten years: Virginia Lochner, Carol Fjelsted, Patti Wells

Fifteen years: Ethel Studier

Twenty years: Mary Miller

Adjourn: Hood/Beals: Motion to Adjourn. Motion carried.

Respectfully submitted,
Shirley Pink, Secretary
Lori Reid, ADRC Dtr.