

Aging & Disability Resource Center of Grant County  
Board Minutes  
November 19, 2014

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

**Attendance:** Larry Wolf, Lester Jantzen, Dave Janney, Jan Lintvedt, Shirley Pink, Steve Wetter, Mary Lou Bausch, Carrie Bell

**Excused:** Linda Adrian

**Others Present:** Lori Reid, Crystal Riley

**Compliance with Open Meeting Law:**

It was noted the meeting is in compliance with the open meeting act. (Published via website, radio, newspaper and posted at the Grant County Administration Building).

**Agenda Approval:**

**Wolf/Wetter:** Motion to approve the agenda. Motion carried.

**Approval of Minutes-** November 19, 2014

**Wetter/Pink:** Motion to approve September 17, 2014, and September 19, 2014. Motion Carried.

**Public Comment/Communication:**

- None

**Advocacy Reports or Activities:**

**Report from ADRC Regional Governing Board Members-** Pink discussed that Mary Mezera (regional director) passed out a management plan. Reid discussed that it is required by state; also that Mezera is responsible for filing.

**Caregiver Renewal Day- November 14, 2014 in Darlington-** Reid discussed that it is a day for people taking care of loved ones. 15 people from county ADRC's attended, and it was in Darlington, WI from 9am to 3pm. Whitney Thompson spoke at the event. Reid discussed it was respite and education for caregivers, and we provide the respite funding from the Caregiver Program.

**Elderly and Disabled Transportation Meeting- December 2, 2014 at 11:00 a.m.-** Reid discussed transportation is always high in need but not always utilized. SW Transit meeting-must show regional coordinated plan. Held at ADRC. Discussion about the transportation program involved hired drivers and volunteers.

**Public hearing for Transportation Grants- December 2, 2014 at 1:00 p.m.** - Public hearing is required for grant.

**Request to use C1 for C2-congregate funds for home delivered meals-** Reid requested that a portion of C1 funds be used for the congregate home delivered meals. She stated this is generally a request made yearly.

Pink/Jantzen: Motion to use C1 for C2 congregate funds for home delivered meals. Motion carried.

**MIPPA Grant Application-** Reid stated it is used for activities provided by Elderly Benefit Specialists. Reid also discussed that it is a 3-year grant for \$27,966. Reid also asked for additional funding to pay for assistant since it is a grant for EBS.

**Vouchers-** No discussion

Wolf/Jantzen: Motion to approve payment of vouchers. Motion carried.

**Financial Report-** Wolf inquired about specialized transport budget. Reid stated that Finance Director Nancy Scott is reviewing finances and helping train the new Administrative Asst. as part of the restructure. We are working on getting everything up to date with regards to budgets.

Wetter/Bell: Motion to accept the financial report. Motion carried.

**Nutrition Market Study Update-** Reid discussed meal sites and attendance, also meal site reports. Reid discussed that Linda Davis is working on the nutrition market study and looking at various research around the state. Reid also discussed there is an increase in requests for home delivered meals instead of attending congregate sites. Wolf asked about the restaurant option being piloted in Madison. Reid stated that the state is just starting to get some information back from these pilots programs but this will definitely be looked at as an option. Reid also met with GWAAR Nutrition consultant, Angela Ellis and they have a packet of information to discuss with restaurants when considering this option. Wetter asked if restaurants have to buy food from us or use their own. Reid discussed that the restaurant would serve their own food based on an approved menu and then bill ADRC.

**GWAAR Budget Allocations-** Reid discussed GWAAR budget-stating it is same as last year. We were granted approximately the same amounts. Reid also stated she is taking a closer look at staff allocations.

**Meal Site Manager Site Hours-** Reid discussed we are unable to store meal site supplies at Fennimore Meal Site and would be bringing them to Lancaster. Reid stated this could potentially decrease the Fennimore meal site manager hours and benefits. Bausch questioned impact of losing meal site manager over benefits. Discussion followed on other job duties. Reid stated that she will discuss work scenarios and potential impact on staff benefits with personnel department. Reid stated that she was

planning to review all meal site hours of operation this next year anyway so no action was taken at this time.

**ADRC- Program Report-** Reid discussed Medicaid website has been down. Getting all end of year reports done currently for Title III funding. Wolf asked how family care is billed for TRIPS program. Reid stated they are reimbursed for a set up fee and mileage. Since volunteer drivers are used there are no wages.

**ADRC Grant County Director's Report/Program Reports-** Reid handed out program reports and director's report. Highlights included the following:

- Nancy Scott has been providing training to the new Admin. Asst. in financial reports and procedures. Items have been identified for improvement and will be implemented.
- Deb Mould, GWAAR Finance Manager, came out and met with Nancy Scott, Crystal Riley, and Lori Reid. Nancy has request that Julie Schroeder (GWAAR) Budget and Policy Analyst also come out and train.
- Part D is in full swing-volunteers and extra help are working with the Elder Benefit Specialist. Computer issues have caused a delay
- Elderfest was a success. Approximately 400 participants attended and 39 vendors.
- Working with Carrie Kroetz on our end of year reports for GWAAR.
- Ruth and Lori participated in FAST training. This was an emergency management training sponsored by the state.
- Bureau on Aging will be conducting meetings this year to assess the ability for the integration of aging units and ADRC's.
- The Nutrition Advisory Council met on Oct. 21 to discuss market study, nutrition site reviews, volunteer recruitment, and the nutrition orientation.
- Angela Ellis, GWAAR Nutrition Consultant, met with Ruth Rotramel and Lori for an orientation to the nutrition program. Formal nutrition assessment coming in 2015.

**Adjourn:**

Wetter/Bell: Motion to adjourn. Motion carried.

**Next meeting: January 21, 2015**