

Aging & Disability Resource Center of Grant County
Board Minutes
May 20, 2015

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: Lester Jantzen, Mary Lou Bausch, Jan Lintvedt, Shirley Pink, Steve Wetter, Lori Reid, Mike Lieurance

Excused: Dave Janney, Carrie Bell

Others Present: Crystal Riley, Fred Naatz

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:

Jantzen/Wetter: Motion to approve the agenda. Motion carried.

Approval of Minutes- March 18, 2015

Pink/Lintvedt: Motion to approve March 18, 2015. Motion Carried.

Public Comment/Communication:

Mike Lieurance introduced himself to everyone. He will be replacing Larry Wolf.

Fred Naatz, from Social Services, discussed that his board had met with Integrated Security Solutions as a result of staff concerns regarding security. Suggestions made by ISS included cameras, a strobe light, lock on front entrance.

Advocacy Reports or Activities:

ADRC Regional Board Meeting Report- Bausch discussed watching the movie “Alive Inside” about the “Music and Memories” program for Alzheimer patients, and noted the regional board sent a letter to Senator Marklein stating their concerns with the governor’s budget.

Governor’s Budget – Reid discussed the latest information that was available on long-term care and ADRCs within the budget.

Election of Committee- Reid discussed the yearly election of the committee. Bausch opened nominations for ADRC Chair. Jantzen nominated Mary Lou Bausch as Chair. There were no other nominations.

Jantzen/Wetter: Motion to close nominations and unanimously elect Bausch as Chair. Motion carried.

Bausch opened nominations for Vice Chair. Jantzen nominated Lintvedt as Vice Chair. There were no other nominations.

Pink/Jantzen: Motion to close nominations and unanimously elect Lintvedt as Vice Chair. Motion carried

Bausch opened nominations for ADRC Secretary. Lintvedt nominated Pink as secretary. There were no other nominations.

Jantzen/Wetter: Motion to close nominations and unanimously elect Pink as secretary. Motion carried.

Shirley Pink-Renew term

Wetter/Jantzen: Motion to renew Pink's term on ADRC committee. Motion carried.

Other Items:

Aging Plan 2015

Reid discussed the conference she attended regarding the aging plan. She also discussed that goals need to be set for 2016-2019 aging plan. She is hoping to hold a public hearing in July or August.

Vehicle repair

Reid discussed the repairs needed for the silver van and repairs incurred on a bus. There are 87k miles on the van. Trust account could cover part of the expenses. Bausch asked if repairs guarantee the vehicles will be in use. Reid stated the bus is a much needed source, so repairs were necessary. The van is used for specialized transportation.

Wetter/Pink: Motion to refer this to the transportation committee. Motion carried.

Nutrition Update

Reid discussed the positive effect the free meals in March donated by the Eckstein Foundation had on the increase in meals served. Ruth and Lori attended Nutrition conference in March. Reid stated the revitalization efforts were discussed and it appeared no one was making tremendous strides in increasing overall nutrition program participant numbers. Sara Cowen, from the Bureau on Aging stated there would likely be another round of revitalization grants and they were looking for really wild and crazy ideas. Wetter asked about restaurants being an option. Reid stated they are still considering this although in speaking with other counties the restaurant option did not significantly increase participants either. Reid stated she and Ruth Rotramel were exploring some ideas around home delivered meals and what we can do to produce a higher quality frozen meal.

Transportation Update/Set Committee Date

Reid stated Rita Harmon, Transportation Coordinator, has retired effective April 13. Reid requested a Transportation sub-committee be created to set priorities and policies regarding transportation. Wetter, Bausch, Jantzen, and Reid will be heading up the transportation committee. Lori will contact members for future date and time to meet.

LTE Position

Reid requested hiring an LTE to work 20 hours a week so the Office Assistant can spend time working in the transportation program.

Wetter/Jantzen: Motion to hire the LTE position. Motion carried

Re-classify Transportation Position

Reid requested that the Transportation Coordinator position be reclassified. The position would be a part time (20 hours) Administrative Assistant II. Reid stated the Executive Committee would also need to approve the request.

Lintvedt/Pink: Motion to take to executive committee and re-classify position. Motion carried.

Vacation Carryover

Reid requested that her remaining vacation hours be carried over past the June 3 anniversary date.

Wetter/Lieurance: Motion to allow vacation carryover. Motion carried.

LEAN Initiative

Reid discussed what the Lean initiative is about and what we are implementing into our organization to shorten processes and be more efficient. Reid stated that sorting, decluttering, and evaluating our reporting methods are just a few of the lean initiatives we are taking on.

Approval of Vouchers

Wetter/Jantzen: Motion to approve vouchers. Motion carried.

Financial Report

Reid stated we were within budget for 2014.

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

ADRC Grant County Director's Report/Program Reports

- Crystal Riley, Nancy Scott, and Lori Reid are collecting data from Meal Site Managers as part of our nutrition reporting system project for the LEAN Initiative.
- We have hired two meal site manager subs, Bev Broihahn and Donna Henkel.
- Reid attended a training on Motivational Interviewing put on by DHS
- Ruth Rotramel gave an ADRC presentation to participants at Grant Regional Health Care "Final Gifts" forum.

- Reid attended public hearings in Reedsburg and Platteville to learn more information on the Governor's budget.
- Rotramel and Reid attended Wisconsin Association of Nutrition Directors in March.
- Reid met with Arlie Harris, Boscobel City Clerk, about a new ordinance that requires changes to the stove venting system at the Boscobel Community Center. Reid stated we will pay half since we use the facility.
- Reid participated in Human Services Day at the state capitol with Grant County Board Supervisors Keeney and Jantzen.
- I&A staff and Reid attended an ADRC conference in La Crosse.
- Reid and 3 other staff members participated in Active Shooter training provided by the Sheriff's department.
- Volunteer Banquet was held on April 24, 2015.
- Nutrition council met on April 27 to prepare for the upcoming assessment and give site updates.
- Home delivered meal certifications are in the process of being completed by Rotramel and intern Paige Pilling.
- Angela Froiseth, our Disability Benefit Specialist, had an information table at "Opportunity Knocks" day in Fennimore in April.
- A defensive driver training was held for volunteer drivers in April.
- I&A specialists participated in Options Counseling and Motivational Interviewing training.

ADRC Program Report

Reid stated that the transportation and Elderly Benefit Specialist section will be on the next one.

*Bausch asked if next meeting could be at a meal site on June 17th. Reid stated she will get back to them with a site to visit and a time to have the meeting.

Lintvedt/Lieurance: Motion to adjourn. Motion carried.

Next meeting: June 17, 2015