

Aging & Disability Resource Center of Grant County  
Board Minutes  
June 17, 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, Dave Janney, Carrie Bell, Bob Keeney

**Excused:**

**Others Present:** Crystal Riley, Mary Mezera, Joyce Roling

**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:**

**Pink/Jantzen:** Motion to approve the agenda. Motion carried.

**Approval of Minutes-** May 20, 2015

\*Janney requested a grammatical error be changed for approval\*

**Wetter/Lieurance:** Motion to approve May 20, 2015. Motion Carried.

CLOSED SESSION per state statute 19.85(1)(c)- Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

- ADRC Director Evaluation- Pink did a role call to call the meeting into a closed session. All current board members were present including Mary Mezera.

**Jantzen/Wetter:** Motion to approve closed session. Motion Carried.

**Public Comment/Communication:**

**Advocacy Reports or Activities:**

**ADRC Regional Board Meeting Report-** Pink stated the meeting was very informative. Whitney Thompson, Dementia Specialist, did an excellent job explaining how to help someone with dementia. Mezera stated that ADRC's will remain, but department of Health Services will be looking into

similarities and differences. Mezera spoke about the future of ADRC's. Pink expressed concerns about Wisconsin Cares and Mezera stated that there was clarification on long-term care.

**Jan Lintvedt-Renew term-** Lintvedt agreed to continue term.

Pink/Bell: Motion to renew Jan Lintvedt's term. Motion carried.

#### **Other Items:**

#### **Trips Policy**

Reid handed out a draft policy for the Trips Program. Reid discussed what the sub-committee went over in their meeting. She also discussed the criteria that will be set going forward.

Bell/Janney: Motion to approve the Trips Volunteer Escort Policy. Motion carried

#### **Specialized Transport**

Reid handed out a draft policy for Specialized Transport. Reid discussed what Specialized Transport is and the criteria that will be set going forward. Reid stated she has calls out to DOT to make sure funding is still within bounds of the criteria.

Lieurance/Lintvedt: Motion to approve the Specialized Transportation Policies. Motion carried

#### **2016-2019 Aging Plan Development**

Reid handed out the criteria and discussed in detail what they are looking for and that it is a quick turn-around to get the plan turned in. Reid also handed out the review/surveys the ADRC is currently giving clients to fill out regarding their needs. They are also being handed out at Farmer's Markets. Reid requested that the board fill out the survey regarding needs.

#### **Volunteer Driver Handbook**

Reid stated that Attorney, Ben Wood, will review the drafted handbook before the board reviews it. Reid also stated a draft copy was given to drivers at training.

#### **Approval of Vouchers**

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

\*Bausch excused herself and Lintvedt took over as co-chair for remainder of meeting\*

#### **Financial Report-**

Janney/Pink: Motion to accept the financial report. Motion carried.

#### **ADRC Grant County Director's Report/Program Reports-**

- Implemented LEAN Project with meal site managers. All meal site managers have been trained to use the report. Looking to implement LEAN into our Part D program soon.
- Busses were inspected in May. There have been numerous maintenance issues with all the busses this past month.

- ADRC staff persons are out promoting the Farmer's Market program at all the meal sites.
- Reid attended the ADRC meeting in Stevens Point. Training was provided on Power of Attorney for Health Care and Finances. Dementia friendly ADRC's were discussed as well as the Governor's budget.
- Whitney Thompson, ADRC Dementia Specialist, is working with staff to make ADRC staff more dementia friendly. The Health Department recently received a grant from the Department of Health to assess the capabilities of the health department in helping communities become more dementia friendly. Ruth Rotramel, Jeff Kindrai, Whitney Thompson, and Lori Reid all met to review the grant and discuss what types of activities the health department might be capable of doing for the purpose of making the county more dementia friendly.
- Reid met with the transportation sub-committee to discuss the scope of services for bus, taxi, TRIPS, and specialized transportation.
- ContinuUS provided training on processing transportation and nutrition claims for Miriah Glasbrenner, Crystal Riley, Nancy Scott, and Lori Reid. We are working to get up to date on claims processing and billing.
- Reid met with the LIFT program to discuss transportation coordination within Grant County.
- Reid attended Department Head meeting to discuss budget. Initial health insurance quotes came in about 13.8% higher.
- Angela Ellis, Nutrition Consultant for the Great Wisconsin Agency on Aging Resources, came out on June 12 and completed a nutrition program assessment. Only a few items were determined to need program improvement. Angela, Ruth, and Lori also visited the Platteville meal site.
- Reid has been working with various Wisconsin DOT staff to make sure we are up to date with reports and various other issues.

Lintvedt asked if Farmer's Market coupons are tracked. Reid stated yes. Mezera asked if they have to be used all at once. Reid asked Information and Assistance Specialist, Jessica Alt; she stated that they come in books of \$1 and \$3 to use. Alt stated that most don't get used because she assumes people forget to use them.

#### **Congregate/HDM Meal Cost and Contribution**

Reid stated costs have to be re-evaluated every year for the meals. The cost is now \$10.04. Contribution level is \$3.50. Reid doesn't suggest the suggested contribution be raised at this time.

Wetter/Jantzen: Motion to adjourn. Motion carried.

**Next meeting: July 15, 2015**

