

Aging & Disability Resource Center of Grant County
Board Minutes
April 20, 2022

The meeting was called to order by County Board Chair Robert Keeney at 9:00 a.m. via a Zoom meeting.

Attendance: Lori Reid, Gary Kjos, Arnold Rawson, Rob Bell, Vicki Hirsch, Pat Reynolds, Robert Keeney, Diane Nelson

Others Present: Courtney Brookhart, Shane Drinkwater

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 and CSB).

Agenda Approval:

Reynolds/Rawson: Motion to approve the agenda. Motion carried.

Approval of Minutes: March 16, 2022

Kjos/Bell: Motion to approve the March 16, 2022 minutes. Motion carried.

Public Comment/Communication:

- **New Board Members** – Reid stated that the new board supervisors on the committee are Diane Nelson and Kathy Kopp. They were just assigned to the committee the day before so Kathy was unable to attend but Diane was in attendance. Diane introduced herself and stated she was happy to a part of the committee.
- **Facility Update** – Reid stated that the materials were projected to be in in May. Keeney said the weather has impacted the project.
- **Volunteer Recognition** – Brookhart shared that volunteers will be receiving homemade scratch-off tickets as a way to 'win' their recognition gifts this year at the meal sites and the office for volunteer drivers.

Election of Officers:

Keeney opened nominations for Chair. Reynolds nominated Kjos. No other nominations were cast.

Rawson/Bell: Motion to close nominations and cast a unanimous ballot for Kjos as Chair. Motion carried. Kjos presided as Chair for the rest of the meeting.

Kjos opened nominations for Vice Chair. Reynolds nominated Rawson. No other nominations were cast.

Keeney/Bell: Motion to close nominations and cast a unanimous ballot for Rawson as Vice Chair. Motion carried.

Kjos opened nominations for Secretary. Reynolds nominated Bell. No other nominations were cast.

Rawson/Reynolds: Motion to close nominations and cast a unanimous ballot for Bell as Secretary. Motion carried.

Advocacy Reports or Activities:

- **ADRC Regional Board Meeting Report** – Reid & Bell shared that there was not a meeting last month. Reid discussed that a County Board Supervisor is needed for the Regional Board. Diane agreed to be the representative for Grant County.
- **Aging Advocacy Day – Zoom – May 11, 2022 at 1-2:30 pm Advocacy Training, 2:30-4 Calls to Legislators** – Reid shared that the Disability Advocacy Day is scheduled for May 11 and it will be done virtually. If anyone is interested, please let Reid know and she will send registration information. Reid will compile a packet of data for legislators to review.
- **Older Americans Act Month, May 2022** – This will be celebrated the whole month of May. People can stop into the ADRC office to learn about our services, fill out a transportation survey, and get some ADRC swag.

Transportation Costs/Programming/Policy/Survey

Reid discussed the handout showing current program costs for the transportation programs with suggested price adjustments. This would include a \$5 bus fare for Family Care program riders and riders under the age of 60. Reid also discussed the Trips program and the mileage reimbursement to volunteer drivers, which is at the IRS rate. Consumers are charged \$.35 cents a mile and Family Care programs are charged the IRS mileage rate and a \$12.00 set-up fee.

Kjos/Nelson: Motion to approve the increased bus fare for Family Care and riders under 60 and keep the Trips volunteer mileage reimbursement at the IRS rate. Motion carried.

Office Assistant Vacancy/Restructure

Reid reviewed the proposed budget change and restructure handout. The part-time Office Assistant resigned, as well as the Bagley Meal Site Manager, and a new Head Cook has been hired. Reid discussed the proposal of hiring a full-time Office Assistant by adjusting the Administrative Assistant's hours from the front desk to the transportation programs. Reid and Brookhart recommended not to fill the Bagley Meal Site Manager position but to phase out of the area and deliver to current eligible HD participants. This would require some additional hours for the Food Van Driver. Changes to the budget were reviewed. Reid stated that the restructure would cost approximately an additional \$15,679. Reid believes she can adjust her cost allocation budget to help cover the increase.

Nelson/Hirsch: Motion to approve the proposed restructure. Motion carried.

Bagley Senior Dining Site

Reid reiterated the situation at the Bagley Meal Site and asked for a separate, formal motion to close the site.

Kjos/Reynolds: Motion to approve the closing of the Bagley Senior Dining Site. Motion carried.

Approval of Vouchers

Bell/Rawson: Motion to approve the vouchers. Motion carried.

Financial Report:

Bell/Hirsch: Motion to approve financial report. Motion carried.

Reports

ADRC Grant County Director's Report

- Kari Pierce has been hired as the Head Cook in Boscobel. She started last week and comes with cooking and dietary management experience.
- Three drivers have been hired: bus driver, sub taxi/wheelchair driver, and nutrition van driver.
- The Assisted Rides software is set-up and Miriah has been working on entering data. Miriah and Lori are both very excited about the new database and what it can do.
- Medicare 101 classes are being offered in April and May.
- Montfort and Muscoda meal sites are still in need of volunteers.
- The April/May bus routes have started. They have been fairly successful so far.

ADRC – Program Reports

Reid reviewed program data.

Bell/Nelson: Motion to adjourn. Motion carried.

Next meeting: May 18, 2022 at 9:00 a.m.