

Aging & Disability Resource Center of Grant County
Board Minutes
January 15, 2025

The meeting was called to order by Committee Chair Gary Kjos at 9:00 a.m.

Attendance: Vicki Hirsch, Mark Stead, Lori Reid, Lester Jantzen, Gary Kjos, Valerie Bailey, Kathy Kopp, Mary Lou Bausch, Robert Keeney

Others Present: Courtney Brookhart, Shane Drinkwater (z)

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:

Bailey/Kopp: Motion to approve the amended agenda. Motion carried.

Approval of Minutes: December 18, 2024

Bausch/Bailey: Motion to approve the December 18, 2024 minutes. Motion carried.

Public Comment/Communication:

- Reid shared that the office has received an increase of transportation requests from Platteville residents after their change of services. Reid is talking with transportation coordinator about a potential additional bus route.

Advocacy Reports or Activities

- **ADRC Regional Board Mtg. Report**
 - Stead stated there has not been a meeting since last month's report.

WISDOT Compliance Site Review

Reid received the action plan from the state and is working on updating policies with Nate Dreckman, County Administrator and Patrick Montgomery, Finance Director. The procurement policy and cost allowability determination policy are part of Grant County's policies. The Title VI and zero tolerance policy will be brought back to the committee for approval.

Family Care Rate for Wheelchair Van

Reid discussed how wheelchair van transportation billing for family care programs is calculated. Wages have increased so Reid would like to increase the rate to reflect the current wage of a wheelchair van driver, \$20.23.

Stead/Jantzen: Motion to increase the wheelchair van service cost for family care programs to include the wage of \$20.23. Motion carried.

Home Delivered Meal Cancellation Policy

Brookhart reviewed the policy and explained the need for it. The state nutrition manual states an eligibility requirement to receive home-delivered meals is agreeing to be home when meals will be delivered or provide notice if cancellation is necessary. Reid also mentioned that when participants don't cancel and are not home, staff is required to follow up with emergency contacts and sometimes law enforcement to conduct welfare checks.

Jantzen/Hirsch: Motion to approve the home delivered meal cancellation policy. Motion carried.

Fill Meal Site Manager Vacancy Lancaster

Reid shared that Kris Fry has submitted her letter of resignation. The Lancaster manager position is shared between two managers and is working well.

Kopp/Stead: Motion to fill the meal site manager vacancy in Lancaster. Motion carried.

Approval of Vouchers

Bailey/Hirsch: Motion to approve vouchers. Motion carried.

Financial Report

Kopp asked why there was not a date listed on the YTD Available Budget report. Brookhart stated she must have missed a setting and that the report was for December 2024 and was run on the same day as the other reports, January 8, 2025.

Bausch/Kopp: Motion to accept the financial report. Motion carried.

Reports

ADRC – Grant County Director's Report

- Nicole Baumeister, ADRC Supervisor, has submitted her resignation. Reid will be meeting with Nate Dreckman and Angie Gerndt, HR Manager, to evaluate and discuss the best way to move forward for the department.
- The nutrition program is receiving an \$8,000 donation from the Grant County Thrift Shop. Reid and Brookhart will review what equipment and/or supplies can be replaced with the donation.
- The second nutrition van was purchased with the Eckstein Foundation grant. Rich from the maintenance department has installed partitions in the vans and been very helpful.
- Jerry Staskal, van driver, has retired and Michele Hartwig has been hired.
- Staff continue to attend Peer Place training, the new ADRC database.

ADRC – Programs Report

- Reid discussed programs. No report is available yet due to the new database.

Stead/Bailey: Motion to adjourn. Motion carried.

Next meeting: February 19, 2025 at 9:00 a.m.