

Aging and Long Term Care Committee met in Room 118 of the Administration Center.

Present: Supervisors Geracie, Richart, Egelhoff and Winker. Staff: County Administrator Meaux, Veterans Service Officer Brown, ADRC Director Pike, Nutrition Program Manager Ferrell and County Clerk Winkelhorst.

Others Present: Bill Schanen-Ozaukee Press

Absent: Supervisor Herlache

Call to Order/Proper Notice/Adoption of Agenda: The meeting was called to order by Chairperson Geracie at 8:30AM. Assurance that the meeting was properly noticed, so noted by Ms. Winkelhorst. Motion made by Supervisor Richart, seconded by Supervisor Egelhoff to adopt the agenda as presented. All members present voting aye. Motion carried. (4-0)

Public Comments/Correspondence/Communications: There were none.

Approve Minutes from the July 8, 16, 21, 22, 23, and 30 Meetings: Motion made by Supervisor Egelhoff, seconded by Supervisor Richart to approve the July 8, 16, 21, 22, 23 and 30 minutes as written. All members present voting aye. Motion carried. (4-0)

Veterans' Service Office:

Action Items: There were no items.

Discussion Items:

Review of 2009 Proposed Budget: Discussion and review with Mr. Brown regarding the Veterans Services proposed budget.

Honor Flight Program: Mr. Brown stated that to date there are 48 veterans, 9 guardians and 1 volunteer application. Donations are still coming through his office and will be sent out to Jack Janik in a separate account through the Flag Day Foundation. The national organization asked for a date to be chosen for planning purposes and that is November 19, 2008.

Management/Financial/Informational Reports:

Conference and Meetings Attendance Reports: Mr. Brown reviewed the conferences he attended. He has been reappointed as the Legislative Chairperson for the American Legion.

Management/Financials/Department Reports: Financials are still within budget. Mr. Brown reported that Specialized Transport Services (STS) will not renew their contract in 2009 to provide wheel chair transport for the veterans as it is not cost effective. Mr. Brown has contacted Ohana as they are interested. He is working with Corporation Counsel on a possible contract.

8:50AM Human Services Director Haupt joined the meeting.

Aging & Disability Resource Center:

Action Items:

Nutrition Contract for 2009: Ms. Pike explained that the current contract expires at the end of 2008. Requests for Proposals (RFP) were sent out in June with a deadline of August 7. Three bids were received. These were presented to the ADRC board and they have recommended accepting the bid from Tahr. Ms. Ferrell reviewed the numbers for the meal programs and the RFP's that were received. Discussion on the current provider who also provides meals in the jail. Mr. Meaux stated that for the Sheriff's Department this will show a net revenue loss of \$55,000 and also an expense reduction with this change.

Motion made by Supervisor Egelhoff, seconded by Supervisor Winker to approve the RFP from Tahr. All members present voting aye. Motion carried. (4-0)

Approval to Hire New Office Assistant III – OPEIU, Part-time 1040 Hours Annually: Ms. Pike explained that this position currently is a limited term position and will have reached the maximum 599 hours at the end of October. Due to the influx of Family Care and duties that go with it, Human Services will not be able to provide the ADRC with clerical services for the remainder of the year. This position is budgeted for in 2009 and Ms. Pike would like to use the remaining budget funds for 2008 to hire a part-time clerical person. The ADRC grant will support the cost of filling this position in 2008 as well as in 2009. This is currently the afternoon position.

8:55AM Assistant Business Manager Connors joined the meeting.

Mr. Haupt explained that the Family Care Administrator for the County recently audited the records and he became very aware that forms in correct order and meeting timelines is very important in management care. Mr. Haupt is already short staff by one support person, one fiscal person and two social work positions.

9:03AM Lasata Administrator Luedtke, Lasata Assistant Administrator Fogel and Lasata Heights Housing Manager Carstens joined the meeting.

The next request to study the current Office Assistant I position is the morning person for the above position. Ms. Pike stated that as she reviewed the job description for the Office Assistant III she became aware that the current Office Assistant I position has been doing the same tasks. This upgrade will provide equity within other Human Services Department clerical staff that performs the same job duties. The afternoon person to be appropriate would be hired at an Office Assistant III.

Discussion on filling the position as an Office Assistant III before the job is even studied. Mr. Haupt suggested approval to hire at Office Assistant I and authorize the study for both positions.

Motion made by Supervisor Richart, seconded by Supervisor Egelhoff to approve the request to study the current Office Assistant I position that will become two positions and approve hiring a part-time Office Assistant I pending a study on that position to a possible upgrade. Mr. Meaux commented that this study may not be done in time for hiring. The vote was then taken on the motion. All members present voting aye. Motion carried. (4-0)

Approve Request to Study Current Office Assistant I Position: Included in the previous motion.

Discussion Items:

Review of 2009 Proposed Budget: Discussion and review of the proposed budget with Ms. Pike and Ms. Ferrell regarding Aging Services and Aging Disability Resource Center which included Administration, Meal Programs and Support Services. Ms. Ferrell reviewed the problems that occurred with the Aging budget for 2008.

Management/Financial Informational Reports:

ADRC Financial Report: Included in the packet. There were no further questions.

Aging Services Financial Report: Included in the packet. There were no further questions.

9:30AM Finance Director Lamb joined the meeting.

Lasata Care Facilities:

Action Items:

Resolution to Approve Financing for Assisted Living on Lasata Campus: Mr. Lamb explained that after a closer look at the numbers provided by WIPFLI there were some concerns. So per Mr. Meaux's request to present a complete picture Mr. Lamb and Mr. Luedtke worked

independently and came up with very similar numbers to each other. WIPFLI was not including the ongoing cash expenditures for upgrades to Lasata Height and Care Center. Unfamiliar with government accounting it was missed. Mr. Lamb explained the budget process for Lasata. New parameters were given to WIPFLI and their numbers were very similar to Mr. Luedtke and Mr. Lambs. The decision was made to go with the numbers generated by Mr. Lamb as they were in the format similar to WIPFLI. Review of the Income/ (Loss) and Tax Levy Projections and the Cash Flow Projections was presented. Discussion on the cash flow and tax effect. Mr. Meaux complimented Mr. Lamb and Mr. Luedtke for the hard work that they did on providing the figures for a complete picture needed to present to the County Board. Discussion continued on the flexibility of the floating license, private sector, commitment to staying in the nursing home business and the need for continuum of care.

Mr. Luedtke reviewed the resolution language and the support document. Mr. Meaux explained the need to include in the language “not to exceed”. Discussion.

Motion made by Supervisor Winker, seconded by Supervisor Egelhoff to approve the resolution amending the title to say “Resolution Authorizing Borrowing ~~up to~~ *Not to Exceed* \$10,000,000 in General Obligation Bonds.....” All members present voting aye. Motion carried. (4-0)

WACH Requested Support of Certified Public Expenditures (CPE) Statute Change: Mr. Luedtke explained that the Wisconsin Counties Association (WCA) is requesting all counties look at approving this resolution by October. Currently the state statutes read that through the Supplemental Payment Program “the total payments to county and municipal homes may not exceed \$37.1 million per year.” The WCA would like a legislative change requiring the state to pay *at least* \$37.1 million per year to the county and municipal homes. The consensus of the committee is to move forward on the resolution and for Mr. Luedtke to bring it back at the next meeting.

Discussion Items:

Review of 2009 Proposed Budget: Discussion and review of the proposed budget with Mr. Luedtke regarding Lasata Care Center and Lasata Heights.

Management/Financial/Informational Reports:

Administrator’s Report: Mr. Luedtke stated that Lasata Heights averaged 59 occupied apartments through July; he had budgeted for 56 occupied out of 60. They are looking at raising the rent 3%. Lasata Heights had a \$220,000 surplus through July before transfers were made to Lasata Care Center. The roofing and window projects are still not completed as punch list items still need to be resolved. Mr. Luedtke reviewed the donations to date.

July Financial and Census Report: This was included in the packet. There were no further questions.

Conference and Meeting Attendance Report: There were no reports at this time.

Next Meeting Date: Tuesday, September 23 – 8:30AM

Adjournment: Motion made by Supervisor Winker, seconded by Supervisor Egelhoff to adjourn. All members present voting Aye. Motion carried (4-0).

Meeting adjourned 11:22AM.

*Julianne B. Winkelhorst, County Clerk*