

## **ADRC BOARD/COMMISSION ON AGING MINUTES NOVEMBER 9, 2009**

*THE FOLLOWING MINUTES HAVE NOT YET BEEN APPROVED BY THE COMMITTEE TO WHICH THEY PERTAIN*

**PRESENT:** Supervisor Tom Richart, Supervisor Bob Walerstein, Pat Treffert, Stan Suring, Suzanne Bruner, John Hilber, James Fisher, Paul Gurgel and Karen Nadolski

**EXCUSED:**

**OTHERS PRESENT:** Michelle Pike, ADRC Director, Mary Ferrell, Aging Services Manager, Tara Meinnert, Office Assistant, Ginger Ayres, Information and Assistance Specialist, Bob Haupt, DHS Director and Tom Meaux, County Administrator

**CALL TO ORDER:** Chairperson Pat Treffert called the meeting to order at 9:00 a.m.

**ASSURANCE THAT THE MEETING HAS BEEN PROPERLY NOTICED:** Ms. Meinnert indicated that the meeting had been properly noticed.

**ADOPTION OF AGENDA:** *On a motion by Supervisor Walerstein and a second by Stan Suring, the agenda was adopted.*

**PUBLIC COMMENTS:**

- None

**APPROVAL OF MINUTES:** *On a motion by John Hilber and a second by Suzanne Bruner, the minutes from the meeting on 10/12/09 were approved.*

**ADRC DISCUSSION ITEMS:**

- ADRC Board Member Bio – suggested discussion items
  - Ms. Pike asked the board members if all were comfortable with the suggested discussion items. All in attendance agreed.
- Board Member Bio
  - Dr. James Fisher gave a synopsis of his personal history and stellar career.
- Review and Approval of Inclusion/Exclusion Criteria for Resource Directory
  - Ms. Pike explained that in the ADRC Annual Update for 2010 she included a policy called Inclusion/Exclusion Criteria for Resource Directory. This was written to set limitations on what providers and information could be included in our resource directory that we publish on a yearly basis. After some discussion on how we design and collect data for the resource

directory a vote was taken. It was also suggested to have the Corp Counsel take a look at the policy as a precaution.

***On a motion by James Fisher and a second by John Hilber the decision to accept Inclusion/Exclusion Criteria for Resource Directory was unanimously approved.***

#### **AGING DISCUSSION ITEMS:**

- Report from Statewide Nutrition Directors meeting held on October 22 and 23
  - Ms. Ferrell reported:
    - Dr. Humor was the guest speaker. His focus was to keep humor in life during hard times.
    - Other topics discussed were nutrition as prevention, working with CMO's, funding levels for 2010, reduction in trainings statewide and emergency preparedness.

#### **REPORTS:**

The following reports were discussed:

##### Congregate/Home Delivered Meals Program:

Ms. Ferrell reported:

- Congregate meals: Attendance remains steady and strong at all meal site locations. A question was asked if you have to be a member to attend a meal site and you do not, everyone is welcome.
- Home delivered meals: The number of participants is now at 140 clients a day. There has been an increase of calls from disabled clients wishing to receive meals but because of restrictions with funding we are unable to meet this request. However, we can possibly do a functional screen for Family Care or encourage these clients to go to the senior centers.
- Recently \$10 gas cards were distributed to all our home delivered meal volunteers as a "thank you" and were made possible from a \$5,000 donation received by another home delivered meal client.
- All clients on the home delivered meal program will be receiving emergency preparedness kits. These kits include booklets, juice, granola bar, applesauce, travel kit, garbage bags, jar opener, toilet paper and a can of tuna.
- Nisleit's will again be providing a Thanksgiving meal for any clients we know of that are homebound or currently receiving home delivered meals and have no family in the area for the holidays. These meals will be delivered over the lunch hour.

Information & Assistance:

Ms. Ayres reported that numbers for incoming calls are down a little because of staff being on vacation and furlough days. However, there is consistency with enrolling clients in Family Care – reviewing 10-12 people a month. Ms. Ayres went on to summarize the events that took place at the 30<sup>th</sup> Annual Wisconsin AIRS Conference held in October; keynote speakers and different workshops made available for all who attended.

Department Financial Report:

- Ms. Pike reported that the ADRC budget is satisfactory. Revenues appear to be down but really are not. They only appear this way because the state is always two to three months behind on reimbursement. It was noted on the ADRC Budget that a budget neutral entry was made to take into account the 2008 indirect charges allocation. This was initiated by the Finance Department.
- Ms Ferrell reported that the Aging budget is satisfactory at this time.

Other Business

- Ms. Treffert asked Supervisor Richart for an update on Lasata Crossing. The project is behind schedule because of inclement weather but expected to be completed by June 2010 with residents moving in by July 2010.

Topics for Next Meeting:

ADRC Board Member Bio – Supervisor Walerstein

***On a motion by Stan Suring and a second by James Fisher, the meeting was adjourned at 10:17 a.m.***

Respectfully submitted,

Tara Meinnert, Office Assistant  
ADRC of Ozaukee County