

Port Washington, Wisconsin
August 17, 2009

Aging and Long Term Care Committee met in Room A-200 of the Administration Center.

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

Others Present: George Beyer and Don Harder from Beyer Construction.

Absent: Supervisors Marchese and 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 Winker, seconded by Supervisor Richart to adopt the agenda as presented. All members present voting aye. Motion carried. (3-0)

Public Comments/Correspondence/Communications: There were none.

Approve Minutes from the July 14 Meeting: Motion made by Supervisor Richart, seconded by Supervisor Winker to approve the July 14 minutes as submitted. All members present voting aye. Motion carried. (3-0)

Veterans Service Office:

Discussion Items:

New Veterans Programs Assistant: Mr. Brown reported that the Programs Assistant has started in the office.

Review of 2010 Proposed Budget: Mr. Brown reviewed the proposed budget for 2010. 2.73% increase due to personnel costs. Discussion and questions followed.

Management/Financial/Informational Reports: Mr. Brown stated that the line item for transportation is a little higher due to an increase in Veterans needing to be transported in the month of July.

Conference Meeting Report: Attended the Southeast Area County Veterans Service Officers (CVSO) quarterly meeting held in Waukesha and the American Legion State Convention in Milwaukee. Multiple topics and issues were addressed.

8:49AM Human Services Director Haupt joined the meeting.

Honor Flight Update: A board meeting was held and there was a discussion on the future of the program. Madison and Fox Valley hubs are now in existence with a goal for flights in 2009. This will transfer 200 names off the current waiting list in Ozaukee County to their lists.

The next flight is September 26 for about 80 Veterans and a commitment to a flight in October with the date to be determined. A flight is being looked at for Spring 2010. If a 747 plane is used it will accommodate over 300 Veterans. The National Organization will guarantee 100 guardians to assist in Washington, DC. if that should occur.

8:55AM Lasata Administrator Luedtke, Assistant Administrator Fogel, Lasata Heights Housing Manager Carstens and Al Miller - Beyer Construction joined the meeting.

Vietnam Veterans Welcome Home: The official announcement will be made on Wednesday, August 19 in Green Bay. The board will be meeting in October and an official Event Planner has been hired.

Aging & Disability Resource Center:

Action Item:

2010-2012 Aging Plan: Ms. Pike stated that the draft plan was reviewed at the previous meeting. Two public hearings were held. Ms. Ferrell further stated that the topic areas for goals included in the plan are directed by the State. Counties take the general topic areas suggested by the State and decide specific goals and outcomes to work on and achieve.

Committee members had no suggestions regarding additions or deletions to the plan.

Motion made by Supervisor Winker, seconded by Supervisor Richart to approve the County Plan on Aging 2010-2012. All members present voting aye. Motion carried. (3-0)

Discussion Items:

New Freedom Grant for Mobility Manager: ADRC has been asked to look at applying for the new Freedom Grant that was originally awarded to Community Care the last two years. They will not be applying this year. Ms. Pike stated that this does fit into the mission of the ADRC.

The grant is due September 2 and the amount is between \$40,000 and \$50,000. This would cover all expenses for a part-time position for one year as it is a one year grant.

The consensus of the committee is for Ms. Ferrell to send a letter of support from the committee.

If the grant is awarded, the Transportation section of the County Plan on Aging 2010-2012 may need to be amended.

Review of 2010 Proposed Budget for ADRC/Aging: Ms. Ferrell reviewed the proposed budget for the Aging Department for 2010. Currently the 2010 Aging Budget is \$5,000 under 2009 budget however; some of the final funding figures from the State for 2010 have not yet been made public. State staff has hinted that there may be cuts in funding compared to 2009. When final figures are available, the Aging Budget may need to be amended to reflect the change in State funding.

Ms. Pike reviewed the proposed budget for the ADRC for 2010. ADRC has no levy affect on the budget.

Discussion and questions followed.

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.

Lasata Care Facilities:

Action Items:

Lasata Crossings Mission Statement: Mr. Luedtke developed a mission statement for Lasata Crossings keeping in line with the mission statements of the Care Center and Heights. Supervisor Richart provided some alternate suggestions. Discussion on the detail of the wording.

Motion made by Supervisor Richart, seconded by Supervisor Winker to approve the Lasata Crossings Mission Statement as proposed. All members present voting aye. Motion carried. (3-0)

Motion made by Supervisor Richart, seconded by Supervisor Winker to move ahead in the agenda to Lasata Crossings agenda items. All members present voting aye. Motion carried. (3-0)

Discussion Items:

Lasata Crossings Construction Update: Mr. Beyer reviewed the project status report for July. Work is slightly ahead of schedule at this point. The next milestone to be seen will be the beginning of September when the floor slab will be poured and the wood framing will start. The work area is completely fenced off.

The budget analysis was reviewed and is on track. \$19,000 of the approximate \$410,000 of the contingency funds is committed.

Lasata Crossings Construction Additions/Changes: Chairperson Geracie stated that a meeting was held to look at possible items that could be added back into the project to improve energy efficiency, longevity of the building and quality of life for the residence.

She further noted, due to budget issues, consideration should be given to use some of the monies to paying down the debt. Any item that would stop or delay the project would not be pursued.

Mr. Harder stated that the numbers are somewhat conceptual and formal procedure with the architect must be followed for the serious issues to pursue. A 20% fee and contingency was added to the numbers because of additional architectural costs to design.

Don reviewed the post bid upgrade ideas and cost estimates.

#	Upgrade Item	Est.Cost	Accept	Decline
1	Exit lights to be LED bulbs	Inc.in pkg	X	
2	Add interior glass in commons & dining areas	\$4,600	X	
3	Add extension countertops to apartments	21,700	X	
4	Add fireplace stone to ceiling	10,600	X	
5	Add upgrade resident room counters tops/sinks	196,700		X
6	Upgrade to wood base in units	93,400		X
7	Add moisture resistant carpet backing to resident rooms	10,800		X
8	Add wall covering to commons areas/include wall texturing	91,200		X
9	Add back in casework at business Center/Library	9,300	X	
10	Add raised panel solid core doors in resident rooms	164,800		X
11	Add raised panel solid core panels doors at commons and unit entry	141,600		X
12	Add to general FF&E budget	30,000	X	
13	Add maintenance outbuilding	90,000		X
14	Add northwest wandering path (asphalt) plus (5) concrete pads	19,200	X	
15	Add northwest wandering path (concrete) plus (5) pads	17,500	X	
16	Add concrete walking paths in lieu of asphalt	16,200	X	
17	Add to color concrete at Patio and Main Entry	26,500		X
18	Add to stamp concrete at Patio and Main Entry	17,700		X
19	Add ceiling fan in resident unit living rooms	23,800		X
20	Add ceiling fan in resident unit bedrooms	28,100	X	
21	Additional wood accent trim	27,600	X	
22	Add decorative acoustical ceiling tile in RCAC dining room and commons	9,600		X
23	Add continuous wood attic catwalk platforms	9,700	X	
24	Include dedication plaque to building	2,200	X	
25	Add FRP paneling to Pantry 138 walls	5,500	X	
26	Add interior way finding building signage in facility	18,000		X
27	Add wood-look horizontal window blinds to commons area	30,000		X
28	Add personal sign & door bells to resident units	24,100		X
29	Add overhead sound system	12,800	X	
30	Add renewable energy/solar panel for hot water heater	200,000		X
31	Add moisture backing to all common area carpet	6,383	X	
32	Add upgrade resident unit/decorative light fixtures to commercial grade	TBD		X
33	Add additional CCTV surveillance cameras	7,000		X

34	Add 40 year shingle upgrade in lieu of 30 year shingles on new building	10,236	X	
35	Add 40 year shingle upgrade in lieu of 30 year shingles on Heights building	3,817		X
36	Add to furnish and install Cable TV system & wiring	47,600		X

The following changes were noted:

#10 & 11 are declined and an increase to \$10,000 in #2 to include interior glass in some of the doors

#14 or #15 will be accepted depending on a clarification of the estimated cost from the Highway Dept.

#29 reduced to \$7,000.

Supervisor Richart requested an upgrade of the flooring in the staff break room instead of concrete. An estimated cost of \$1,280 but that will be determined.

The final total estimate of the accepted upgrades is \$215,000.

Motion made by Supervisor Winker, seconded by Supervisor Richart to recommend to the Public Works Committee acceptance of the post bid upgrade #'s 1,2,3,4, 9, 12, 14, 15, 16, 20, 21, 23, 24, 25, 29, 31, and 34 with the changes that were noted and the additional item for an upgrade of the flooring in the staff break room. All members present voting aye. Motion carried. (3-0)

Lasata Care Center Visitor Registration Policy: This was previously discussed. Motion made by Supervisor Richart, seconded by Supervisor Winker to approve the Visitor Registration Policy that in summary states Lasata Care Center has an obligation to protect the safety and welfare of the residents who live here, the staff who work here and the volunteers, families and friends who visit our facility. To help control and protect the safety of everyone we will require ALL VISITORS to register at the Reception area at the main entry and receive a Visitor Badge. All members present voting aye. Motion carried. (3-0)

Lasata Care Center Smoking Policy: This was reviewed previously. Motion made by Supervisor Winker, seconded by Supervisor Richart to approve the Smoking Policy that in summary states Lasata Care Center takes responsibility to ensure the health, safety and welfare of residents, employees and visitors. Therefore in an effort to provide a safe smoke-free environment Lasata Care Center will become a totally smoke-free facility. No resident, visitor, or employee will be allowed to smoke anywhere inside the facility. All members present voting aye. Motion carried. (3-0)

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

Adjournment: Motion made by Supervisor Winker, seconded by Supervisor Richart to adjourn. All members present voting Aye. Motion carried. (3-0).

Meeting adjourned at 11:05AM.

Clerk's Note: Due to lack of a quorum the meeting was adjourned and the following items were not presented.

Review of 2010 Proposed Budget:

Management/Financial/Informational Reports:

Administrator's Report:

Financial and Census Report:

Conference and Meeting Reports:

Julianne B. Winkelhorst, County Clerk