

**ADRC BOARD/COMMISSION ON AGING MINUTES
DECEMBER 13, 2010**

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

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

EXCUSED: Bob Walerstein

OTHERS PRESENT: Michelle Pike, ADRC Director, Mary Ferrell, Aging Services Manager, Tara Meinnert, Office Assistant, Bob Haupt, Director of Health and Human Services, Tara Meissner, Mobility Manager, and Jason Wittek, Transportation Superintendent

CALL TO ORDER: Chairperson Pat Treffert called the meeting to order at 9:03a.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 Stan Suring and a second by James Fisher, the agenda was adopted.*

PUBLIC COMMENTS: James Fisher shared a Funeral Consumers Alliance of Greater Milwaukee newsletter from November and an article that was written in August for the ADRC newsletter, Facts for Life, was reprinted (permission granted). The title was "Donating your body is more than signing your license".

APPROVAL OF MINUTES: *On a motion by Karen Nadolski and a second by Suzanne Bruner, the minutes from the meeting on 11/08/10 were approved.*

❖ ADRC ACTION ITEMS:

- Review and Approve 85.21 Specialized Transportation Assistance Grant for 2011 – Jason Wittek
 - Mr. Wittek reviewed a draft of the 85.21 STA Grant for 2011 – A review of the accomplishments for 2010 was provided as well as information on goals for 2011. Mr. Wittek provided information on the budget proposed for the 2011 85.21 funds and how they would be utilized for the population groups the ADRC Board represents.

On a motion by James Fisher and a second by John Hilber the 85.21 Specialized Transportation Assistance Grant for 2011 was unanimously approved

- Request for Director to attend National Conference/Meeting in Baltimore in February 2011 (*see attached Action Item Support Document for more information*)
 - **NOTE:** *The State of Wisconsin recently received a 2 year grant from the Federal Administration on Aging to develop, implement, and evaluate options counseling standards for ADRC's.*

- Ms. Pike has an opportunity to represent the ADRC of Ozaukee County, along with ADRC of Brown County and ADRC of Northwest Wisconsin, to help develop operating procedures, tools, and training curriculum. These tools will then be piloted in all 3 ADRC's and each will be awarded \$10,000 in 2011 for participating. This will be no cost to Ozaukee County and any expenses incurred will be reimbursed directly to the ADRC Director from the state.

On a motion by Supervisor Tom Richart and a second by James Fisher the request for Director to attend National conference/meeting in Baltimore in February 2011 was unanimously approved

❖ **ADRC DISCUSSION ITEMS:**

- Summarization of Mobility Manager accomplishments for 2010 – Tara Meissner
 - Ms. Meissner provided a brief summary of her accomplishments for 2010 and they are as followed: received 27 calls for transportation service referrals, worked with Special Populations Emergency Planning Committee to get MOU's to use other agency vehicles to evacuate vulnerable people in the event of an emergency, hosted AARP Safe Driver Course (29 attendees), developed and distributed a large-print Shared Ride Taxi handbook, worked with Jason Wittek to explore the needs identified in the 2008 Ozaukee County Human Services Public Transit Coordinated Plan, and distributed AAA safe driver brochures to meal site locations.
- Review of Wisconsin Counties Association Presentation on Preparing for the Age Wave
 - Ms. Pike along with James Fisher, John Hilber, and Paul Gurgel attended this presentation in Stevens Point. This presentation covered topics such as: future transportation, demographics, housing, caregiving, public safety, volunteerism, and economic development.
- Discontinuation of Family Care/Case Management Contract with Ozaukee County
 - Ms. Pike discussed the possibility of changes with staff when the contract with Community Care ends May 2011. The current Case Managers for the Developmentally Disabled, Elderly, and Physically Disabled of Ozaukee County will have the options to "bump" within the county, stay with Community Care and take a cut in pay, or retire.
- Discussion of 2011 Senior Conference RE: ideas for Keynote Speaker
 - Ms Pike serves on the Ozaukee County Senior Conference Committee and asked the board if they had any ideas for a keynote speaker for the 2011 conference. No ideas were generated during the meeting. Ms. Pike invited the board members to contact her in the future if they came up with any ideas at a later date.

❖ **AGING SERVICES DISCUSSION ITEMS:**

- None

❖ REPORTS:

Developmentally Disabilities Representative Report:

- Ms. Nadolski (reporting on behalf of Balance, Inc.)
 - Balance, Inc. currently rents a home but no clients occupy this residence. There is concern on how well assessments are completed.
 - Ozaukee ARC gives Interfaith Caregivers \$1000 grant
 - Ms. Nadolski could not say enough on how great case worker Ellen Zonka has been for their son and wishes her the best of luck on her retirement.

- Ms. Kolanko (reporting on behalf of Portal)
 - Ms. Kolanko provided a report on employment of Portal clients; placed more than 20 people in new jobs in 2010. Ms. Kolanko complimented an article written about caregivers in Transitions that was submitted by Laura Schimberg, Information and Assistance Specialist with the ADRC.

Congregate and Home Delivered Meal Report:

- Ms. Ferrell reported that home delivered meals and congregate numbers remain strong; may increase after the holidays. Ms. Ferrell is very excited on how well things are progressing at our new meal site located at Rangeline School. Over the Thanksgiving holiday, Nisleit's provided 15 meals for our home delivered meal clients and will be providing a meal over the Christmas holiday. Ms. Ferrell thanked staff from the ADRC as well as other employees who volunteered their time to deliver over Thanksgiving.

Information & Assistance:

- Ms. Pike reported on behalf of Ms. Ayres – numbers continue to increase with contacts and a brief summary was provided on the Ozaukee County Wanderer Registry.

Department Financial Report:

- Ms. Pike reported that the ADRC budget is satisfactory at this time
- Ms. Ferrell reported that the Aging budget is satisfactory at this time; GWAAR awarded us additional title dollars, along with dollars left within this budget, we were able to purchase new equipment, MUST booklets, table tents (outreach), and brochures. These brochures will serve as topics for future articles in Transitions.

Board Member Bio:

- ADRC Board Member Bio given by Michelle Pike – Michelle shared information about her extensive career, education history, family life, hobbies, etc.

Other Business:

- Distribution of the Facts for Life newsletter

Topics for Next Meeting:

- ADRC Board Member/ADRC Staff Bio – Tara Meinnert

On a motion by Stan Suring and a second by James Fisher, the meeting was adjourned at 10:33 a.m.

Respectfully submitted,

Tara Meinnert
Office Assistant
ADRC of Ozaukee County