

Port Washington, Wisconsin  
March 9, 2010

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

Present: Supervisors Geracie, Richart, Herlache, Marchese, and Winker. Staff: County Administrator Meaux, ADRC Director Pike, Aging Services Manager Ferrell, and County Clerk Winkelhorst.

Other present: Phyllis Pinstter

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 Marchese, seconded by Supervisor Herlache to adopt the agenda as presented. All members present voting aye. Motion carried. (5-0)

Public Comments/Correspondence/Communications: Ms. Pinstter addressed the committee commenting on the great physical care that her mother receives at Lasata Care Center but will continue to come to the monthly meeting to make a request to hire another full-time activity aide for 2 East at the Care Center to provide stimulation to the residents.

Chairperson Geracie stated that after the last meeting she requested from the Lasata Administrator to provide a report on activities on 2 East and a comparison on other nursing homes in the area. This report will be later in the meeting.

Approve Minutes from the February 3 & 9 Meetings: Motion made by Supervisor Richart, seconded by Supervisor Winker to approve the February 3 & 9 minutes as submitted. All members present voting aye. Motion carried. (5-0)

Veterans Service Office:

Management/Financial/Informational Reports: Included in the packet. There were no further questions.

Conference Meeting Report: There were none.

Honor Flight Update: Chairperson Geracie reported that 312 Veterans were called to let them know they were going to be on the May 2 flight. A 747 plane will be used for this trip. Although this is a larger capacity flight the waiting list still remains around 600.

Vietnam Veterans Welcome Home: No further update at this time.

8:38AM Human Services Director Haupt, Lasata Administrator Luedtke and Lasata Crossings Manager Sonnenberg joined the meeting.

Aging & Disability Resource Center:

Action Items:

Approval of State Initiated ADRC Wait List Policy: Ms. Pike stated that the Supervisor Marchese, at the January meeting, had suggested that all providers be invited to a meeting to review the Wait List Policy and once feedback was received then bring the policy back for formal approval by the committee. She further stated that this has been completed and that there was no dissatisfaction expressed by any providers or the public.

Motion made by Supervisor Marchese, seconded by Supervisor Herlache to approve the State initiated ADRC Wait List Policy. All members present voting aye. Motion carried. (5-0)

Request from Senior Center Directors re Financial Contribution to Support Ozaukee County Senior Games: Ms. Ferrell explained that this is an annual event sponsored by the Ozaukee County Senior Centers. They are requesting a donation from the ADRC to help keep the games affordable for the

participants. ADRC has been a financial supporter of this event. Monies are absorbed in the advertising and outreach budget.

Motion made by Supervisor Herlache, seconded by Supervisor Winker to approve the \$200 donation to support the Ozaukee County Senior games. All members present voting aye. Motion carried. (5-0)

Discussion Items:

ADRC Year End Report: Included in the packet. Responding to a question, Ms. Pike commented that the number of contacts could include multiple contacts. Ex. If someone calls and is called back to give more information that is considered two contacts.

Discussion on the increase in congregate and home delivered meals. Ms. Ferrell stated that home delivered meals have increased. Since December 14, 64 people have been enrolled in this program. The increase also has increased the workload. Once someone enrolls, they must receive a visit within a month from the ADRC staff for a home delivered assessment and also included now is an assessment for the special needs registry for emergency preparedness. A reassessment is done for those on the program for more than six months. There currently are two trained volunteers that do the reassessments and recently a retired social worker volunteer has been trained to assist as well. There has been an increase in the Belgium and Port Washington area in the congregate meal program. Ms. Ferrell further stated that in most parts of the State the congregate meal program has declined but in Ozaukee County it continues to increase.

Ms. Pike explained that the statistics from 2005-2009 for the Elderly Specialist position will show a large increase in the workload and the complexity of the work. There have been occasional complaints that calls are not being returned in a timely fashion. This position may require additional assistance at some point. This staff member is doing time reporting now to generate more revenue from the State. Ms. Pike is hoping to capture enough revenue to bring on a part-time position. This is preliminary information at this time.

Location of the Port Washington Senior Center/County Congregate Meal Site: Ms. Ferrell explained that the City of Port Washington is looking to relocate the senior center. There is a temporary site that is being reviewed. If the senior center is moved to this location the meal site would be moved there as well. There are some issues with functionality of the building but is an acceptable site for the meal program. Informational only.

Summary of Human Service Day at the Capitol: Ms. Pike reported that Human Service Day with the legislators about concerns in their regions was very successful. They were able to meet with Senator Grothman and Representative Gottlieb in addition to the aides of Senator Darling, Representatives Ott and LeMahieu. Some of the topics discussed were cost of institutions to counties; and stimulus monies that were put in the Human Services budgets for 2010 and 2011. Mr. Haupt commented as well. Discussion.

Management/Financial Informational Reports:

ADRC Financial Report: Ms. Pike explained that capturing revenue from the state is always two months behind. Information included in the packet. There were no further questions.

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

Lasata Care Facilities:

Action Items:

Approve Lasata Crossings Residential Care Apartment Complex (RCAC) Service Agreement: Mr. Luedtke stated that Ms. Sonnenberg has done the research and visited other facilities. The agreements have all been reviewed by Corporation Counsel. The majority of information in the agreements meets the requirements of the State and what the committee has also requested.

The Service Agreement is with the tenants that will be moving into the RCAC and the services they agree to, admission criteria, rules and regulations, tenant rights, termination, and county policies.

Chairperson Geracie questioned as to whether it is in the agreement the County's requirement for applicants to have sufficient income and resources to meet the financial responsibilities as a private pay individual for at least two years. This is included in the Admissions & Selection Policy. Unlike the Care Center two waiting lists can be created, one for Family Care and one for private pay.

Supervisor Richart questioned the list of "Grounds for Termination" in the Service Agreement matching the list in the "Termination Agreement". Ms. Sonnenberg stated the lists should be the same. The correction will be made.

Supervisor Marchese requested to include all of the agreements into one motion as they are all part of this original agreement. There were no objections.

9:20AM George Beyer and Ryan Raskin, Beyer Construction joined the meeting.

Approve Lasata Crossings Service Plan: Discussion on the different levels of the service plan. Ms. Sonnenberg commented that the level of service is based on a comprehensive assessment.

Correction to change the names of the service levels to match what is listed on the Fee Schedule.

Approve Lasata Crossings Risk Agreement: Ms. Sonnenberg commented that the risk agreement will be completed by all tenants even if there is no identified risk. There is an agreement for every risk that the tenant may have. This is stated in the agreement.

Approve Lasata Crossings Tenant Rights: This is a State requirement and will also be posted in the building.

Approve Lasata Crossings Grievance Procedure: Mr. Luedtke stated that this is similar to what the procedure is for the Care Center.

Approve Lasata Crossings Optional Service Fees: Suggestion given to add "haircuts for men" to the list of Salon Services. Therapy, pharmaceutical, podiatry and transportation services are available at an additional cost and are provided through the contracted vendor who services the care center.

Mr. Meaux suggested providing a price for children's meals at a reduced rate from the guest meals.

Approve Lasata Crossings Termination Agreement: Supervisor Richart commented that the termination by the tenant should match the termination in the Service Agreement.

Approve Lasata Crossings Independent Apartment Rent Agreement: This agreement applies only if there are open apartments. It is the same as what currently is used at Lasata Heights.

Motion made by Supervisor Marchese, seconded by Supervisor Winker to approve the Lasata Crossings Service Agreement; Service Plan; Risk Agreement; Tenant Rights; Grievance Procedure; Optional Service Fees; Termination Agreement; and Independent Apartment Rent Agreement as modified by the comments of the committee. All members present voting aye. Motion carried. (5-0)

#### Discussion Items:

Lasata Crossings Construction Update: Mr. Raskin reviewed the project status report for February. The tracking is right on with the milestone schedule. The third floor unit punch list is set for April 14. The contingency log and change order logs were reviewed.

Mr. Raskin spoke on the two change orders that need to be discussed. #29 adds connections for future Wireless System - \$5,589. This is to have the electrician pre-wire for a wireless system for future use such as laptops for the nurses. The wiring is in the ceiling and along the corridors. The repeaters are added later. It is recommended. #30 add tile base in resident bathroom - \$12,007. Originally there were vinyl floors with a rubber base. The wording in the specifications book was to change the vinyl floor to tile. In hindsight it should have said floor and base. This amount includes a \$2,500 credit from the contractor that had the base. After discussion with the architect it was recommended to add the tile base. This tile doesn't have a base to march therefore; a porcelain

tile would be chosen to match with the floor. If not approved it will be a tile floor with a rubber base. Discussion.

The consensus of the committee is to support the change orders for #29 and #30 and to make that recommendation to the Public Works Committee.

The majority of the furniture, fixture & equipment have been bid out. The unknown is artwork and window treatments. Discussion.

\$94,380 of the approximate \$410,000 of the construction contingency funds is committed. The current budget is at \$9,428,541. Construction is over 67% complete.

Lasata Kitchen Remodel Update: Mr. Luedtke reported that all State plans have been approved and signed. A meeting will be held to start the process of ordering equipment.

Management/Financial/Informational Reports:

Administrator's Report-Activity Therapy: Mr. Luedtke reviewed the activity report. There is one full-time aide in the 2 East unit and part-time aides that assists. Several years ago a fulltime Activity Aide was hired for that unit. A part-time Volunteer Coordinator and 2 part-time Activity Assistants were eliminated through budget cuts over the last four years. Comparing the activity staffing hours to the State and we are at or slightly above that level. 2 East has 25% of the residents in the facility and receives 33% of all activity programs.

Supervisor Marchese questioned as to whether Ms. Pinster has been made aware of the committee having been through a detailed examination of resources, resource allocations, budgets and the negotiating that needed to be done with the unions. Mr. Luedtke said that he has spoken with Ms. Pinster on several occasions and has explained the challenges with the budget constraints. Supervisor Marchese further stated that the County had to make hard decisions and must be consistent with the current financial situation. The staff has done an outstanding job in conforming services and tax levy.

Discussion on the use of volunteers. Supervisor Marchese asked if there was some way that the County can work with Ms. Pinster to get some volunteer non-funded support service. The committee sympathizes with her request however, the challenge with major constraints continues. The current services are meeting or exceeding the necessary State requirements.

Mr. Luedtke will send Ms. Pinster a copy of the report included in the packet and the committee would be willing to meet with her to discuss any further interest she may have in a donation towards a van for transporting residents.

2009 Annual Reports: Mr. Luedtke reviewed the annual report. Lasata Care Center ended the year with a \$216,000 deficit and Lasata Heights ended with a \$266,000 surplus. Overall the Lasata Campus had a \$51,000 operating surplus. Mr. Luedtke attributed this to the unexpected Certified Public Expenditure (CPE) State funding amounts. Discussion.

Conference and Meeting Reports: Conference reports were submitted and approved.

Campus Debt Payment Report: Mr. Luedtke reviewed the debt payment structure for the campus. He noted that interest is budgeted as an expense and that principal is not budgeted as it comes out of the cash outlay.

Next Meeting Date: Tuesday, April 13 – 8:30AM

Adjournment: Motion made by Supervisor Winker, seconded by Supervisor Marchese to adjourn. All members present voting Aye. Motion carried. (5-0).

Meeting adjourned at 11:08AM.

*Julianne B. Winkelhorst, County Clerk*