

**Portage County Commission on Aging/Aging & Disability Resource Center (ADRC) Board
Meeting Minutes – Thursday, March 7, 2019**

Members Present: Bernie Coulthurst, Chris Doubek, John D. Giles, Charlie Gussel, Meleesa Johnson, Judy Ordens, Bernice Woitczak, Bill Zimdars, Barbara Zwickey

Members Excused: Jim Clark

Also Present: Maureen Miller, Melinda McCord, Karen Piesik, Cindy Piotrowski, Erica Wojcik

- I. Call to Order: Ordens called the meeting to order at 4:15 p.m.
- II. Introductions
- III. Review/Approval of Minutes: January 3, 2019 - Doubek motioned/Coulthurst seconded the motion to approve the minutes as written. Motion carried, all ayes.
- IV. Discussion/Possible Action re: Request for Special Meeting Attendance, Approval of Attendance of Special Meetings, Special Meeting Attendance Report - None
- V. Discussion/Possible Action re Approval of Special Meeting Attendance Sheets – None
- VI. Correspondence - None
- VII. Public Comment: On matters relating to the charge of the board (representing the needs, concerns, interests, and well-being of seniors and adults with disabilities in Portage County), but not agenda items, may be made at this time under authority of sec. 19.84(2).
- VIII. Public Notice: Members of the public who wish to address the Commission/Board on specific agenda items must register their request at this time, with such comments subject to the reasonable control of the Commission/Board Chair as set forth in Robert’s Rules of Order.
- IX. Fiscal Issues
 - A. Discussion/Possible Action re Authorization for 2019 Budget Adjustment for the Purchase of a Bus for Rural Transportation Program at Central Transportation
Portage County’s budget included a vehicle replacement fund; the City of Stevens Point, however, did not budget for this. The resolution will provide funding for the replacement of a bus for Central Transportation’s rural route. Gussel motioned to approve the resolution, Johnson seconded; motion carried, all ayes.
 - B. Discussion/Possible Action re 2019 Leases/Contracts/”For Services” or to “Provide Services” for \$25,000 or Less
and
 - C. Discussion/Possible Action re 2019 Leases/Contracts/”For Services” or to “Provide Services” for \$25,001 -\$99,999
and

D. Discussion/Possible Action on 2019 Leases/Contracts/"For Services" or to "Provide Services" for \$100,000 or More

The Board agreed to vote on the three items (above) in one motion. Coulthurst motioned for approval/Johnson seconded; motion carried, all in favor.

E. Review/Discussion of Vendor Invoice List Reports, 1/2/2019, \$61,969 and 2/4/2019, \$28,651

Rapids Christian Press/Print Shop: \$3,196 - marketing items

Reinhart Food Service: \$10,799 (January); \$8,371 (February) - raw foods.

Boelter Companies: \$2,890 for kitchen equipment and supplies (January); \$2,464 for kitchen supplies (February).

F. ADRC Budget Summaries – January and February 2019

Wojcik reported that budgets are on track.

X. Board/Department Program Issues

A. Discussion Possible Action re Aging Plan Update (Appendix A)

The following correction will be made to The Bureau of Aging and Disability Resources Aging Unit Self-Assessment for 2018, page 1 (Appendix A in the packet): the 'Age 60 and Older' category will be checked for Charles Gussel.

Zimdars and Zwickey joined the meeting at 4:29 p.m.

Piotrowski stated that the assessment reflects the addition of several programs and an increase in participant numbers. Johnson mentioned favorable comments about the ADRC's Sustainable Kitchens Nutrition Program at the recent the Farmshed Local Food Fair. Woitczak motioned to approve the self-assessment; Gussel seconded. Motioned carried, all ayes.

B. Discussion/Possible Action re Aging & Disability Resource Center (ADRC)/Lincoln Center Serving as an Emergency Site for the Charles F. Fernandez Center for Alternative Learning
ADRC at Lincoln Center would become an alternate site for 40-60 students, four teachers and four staff in the event of an emergency such as a gas leak, active shooter situation or fire. The agency has a relationship with the alternative school through RSVP's Woodworking Program. Johnson motioned to approve; Doubek seconded; motion passed, all in favor.

C. Legislative Advocacy

1. GWAAR

a. Press Release: GWAAR Supports Investment in Specialized Transportation and Transit

2. Wisconsin Aging Advocacy Network (WAAN)

a. Governor's Budget Addresses Key Aging Network Priorities

The budget includes money for healthy aging, the care workforce shortage and expanding the number of dementia care specialists so that every ADRC and tribe has a dementia care specialist.

- b. WAAN Advocacy Brief, January 2019 and February 2019
Johnson is an ambassador to the Wisconsin Counties Association (WCA). She and County Board Chair Al Haga, with County Executive Holmen's input, will meet with legislators. Piotrowski has been invited attend WCA.
- c. Aging Advocacy Day Registration
The agency will share the cost of a bus with the ADRC of Central Wisconsin; the Board is encouraged to attend if five or less register (to avoid a walking quorum). Advocacy training is provided beforehand. Volunteer Karen Phelps will attend with Piotrowski. Departure is approximately 6:30-7 a.m., returning at 5-5:30 p.m. People can self-register or should contact Piotrowski to assist. This item will be a discussion/possible action on the next COA ADRC Board agenda.

XI. Reports

- A. The State of Family Caregiving in Wisconsin and Nationally/Local Caregiver Feedback Survey
Piotrowski is trained to help families with a member who has intellectual disabilities on how to plan for the future. Johnson talked about a piece on Wisconsin Public Radio about families who formed a support group/coop to purchase property for an independent living unit to house their family member with a disability.
- B. Alzheimer's Association Statistics for Portage County (Appendix B)
- C. The SMP (Senior Medicare Patrol) Scoop Newsletter, February 2019
- D. Funding Shortfalls, Worker Shortage Stress Wisconsin Nursing Homes
A Wisconsin Public Radio article states that the low Medicaid reimbursement rate is largely to blame for the shortage of care workers. Doubek said that the Portage County Health Care Center will accept anyone regardless of ability to pay, however, private facilities can reject patients for the same reason.
- E. Portage County Transportation Coordinating Committee (TCC)
 - 1. TCC Meeting Minutes – November 29, 2018 and January 24, 2019
November 29, 2018 and January, 2019
- F. ADRC Programs
 - 1. Evidence-Based Health Programs –United Way Report
Kate Giblin, Health Promotion Coordinator, has successfully expanded Strongbodies to rural communities.
 - 2. Senior Center Advisory Council Meeting Minutes –October 10, 2018
 - 3. Nutrition Program Advisory Council Meeting Notes – November 13, 2018
 - 4. Senior Corp Advisory Council Meeting Minutes –November 13, 2018

5. Home-Delivered Meals Program Volunteer Recruitment

Another volunteer was recruited for the Almond/Bancroft area route. Five-day-per-week delivery happens when volunteer drivers are available. The agency is investigating whether Waushara County's meals program could add some of the route. Using a contracted driver is an arrangement that has been exclusive to the Almond/Bancroft route which calls to mind a question of fairness. Piotrowski will attend the Town of Pine Grove Board meeting and Piotrowski will ask about doing another presentation to the Wisconsin Towns Association,

6. Nutrition Program Video

The video begins with information about the partnership with GWAAR and Sustainable Kitchens which began in 2017. Justin Johnson, CEO of Sustainable Kitchens, provided on-site training to transition the ADRC Nutrition Program from a catered food program to a made from scratch facility.

Piotrowski said that the Senior Center and the Nutrition Program are looking at having Nutrition manage the Coffee Stop. The program will be seeking a volunteer to make baked goods. Another option is to use vendors (such as the Village Hive in Amherst) and perhaps feature coffee from local businesses.

G. Long-Term Care Facility Report 2018

Alfred Johnson of DHS/Division of Quality Assurance said that the Governor's budget about a proposal for twelve additional positions to the Division. Inspection of facilities would occur more frequently - every two years. Miller heard Johnson speak at the ADRC Director's Meeting earlier this week.

H. Complaint Log 2018

I. Information and Assistance Reports

1. Local

a. Aging & Disability Resource Center (ADRC)

1) SAMS Agency Call Report – December 2018 and January 2019

2) SAMs Call Profiler Reports – December 2018 and January 2019

3) Long-Term Care Enrollment Reports – December 2018 and January 2019

J. Director's Report

1. Nursing Home/Holiday Inn Comparison (Badger Aging List)

2. ADRC Open House

The event is Monday, June 17, 11 a.m. to 3 p.m.; Portage County Business Council's After Hours 5 to 7 p.m. Board Members are invited to attend both events.

Soup or sandwich and salad bar is now available at the Lincoln Center dining site and Amherst is serving as a pilot site for the rural sites.

Upcoming Senior Center trips include: a museum tour and train ride on the Mid-Continent Railway, The Rat Pack Tribute at the Palace Theatre in Wisconsin Dells and the Cody Claussen Trio Christmas dinner show at Green Lake Conference Center.

The Governor's Budget included increases for transportation and counties. Medicaid expansion will allow more access to dental services and will increase mental health services. Nursing home rates will be raised as will dementia care services, addressing direct care workforce shortages.

A recent press release explained discussion of a land swap between the City of Stevens Point and Portage County. Currently, the City is responsible for the outside of Lincoln Center and the HVAC system. Ownership would be transferred to Portage County. No changes to ADRC programs and services are expected. Johnson encouraged all to attend the public information session on March 28 to provide feedback.

K. Updated COA/ADRC Board Member Directory

Piesik will correct the listing for Giles to read: John D. Giles, 541 Bob's Drive, Plover.

XII. Personnel Issues

A. Position Refills

1. Adult Day Care Supervisor

Former Dining Site Manager Mary Dulske is now the Adult Day Care Supervisor.

2. Lincoln Center Dining Site Manager and On-Call Substitutes

ADRC continues to recruit on-call substitutes for the dining sites.

3. Adult Day Care Aide On-Call Substitutes

Recruitment is ongoing.

Peggy Lutz has resigned from the Administrative Associate I position at reception.

Piotrowski noted that Nutrition Advisory Council members have concerns about the recent changes to the Rosholt Nutrition Program. While they were informed of the changes, they did not feel that they had enough information.

XIII. Adjourn - Next Meeting Date & Time: Thursday, April 4, 2019, 4:15 p.m.

Giles motioned to adjourn/Woitzak seconded; meeting adjourned at 5:36 p.m., all in favor.