

**Commission on Aging Disability Board Meeting Minutes  
October 10, 2018**

The Commission on Aging and Disability met in conference room A/B in the Community Services Building at 221 West Seminary Street, Richland Center, WI 53581

**Members present:** Virginia Wiedenfeld, Sandra Kramer, Carolyn Denman, Linda Symons, Sharyn Knudson, Van Nelson, Paul Kinney, Gary Peters, Belinda Granger and David Scribbins

**Members absent:** Cindy Riley

**HHS Staff present:** Roxanne Klubertanz-Gerber and Linda Batten

**Others present:** No one

**1. Call Meeting to Order:** Meeting was called to order at 1:02 p.m. by David Scribbins

**2. Posting and Agenda:** Linda Batten verified the agenda was posted properly. Gary Peters made a motion to approve the agenda; Van Nelson seconded. Motion carried.

**3. Approval of September 12, 2018 Commission on Aging and Disability Meeting Minutes:**

- Linda Symons made a motion to approve the September 12, 2018 Commission on Aging and Disability meeting minutes; Sandra Kramer seconded. Motion carried.

**4. Board Education – COAD board manual:**

- Roxanne handed out a COAD board manual, to anyone who didn't have one, and then reviewed the manual for the benefit of the new board members.
- Some of the highlights from the manual are: the ADRC should never be over budget and there is no tax levy for the ADRC. The board should have one board member who is under 30.
- David said he aged out of the position of someone who is under 30. (However, with all the advertising for the under 30 position, there has been no luck finding someone.)
- Linda Symons reported that this board was a great advocate back in 2015 when the state was trying to get SeniorCare out of the budget.

**5. Reports from Aging and Disability Organizations:**

- Sharyn Knudson reported that Schmitt had a flag raising event last month put on by vets. She said that a POW flag was donated by a resident.
- Additionally, Sharyn stated they have a 2<sup>nd</sup> trishaw and that the residents love it.

**6. ADRC budget review:**

- Roxanne reported that the ADRC is at 64% utilization of the budget. Currently she sees no issues with the budget.
- Roxanne discussed that the ADRC had some money from Nursing Home Relocation. So this money was used for a new computer for Joanne and new trays for the Nutrition Program. She further reports next would be new chairs for the ADRC waiting area.

**7. ADRC update:**

- Roxanne reported that there are two volunteers for Medicare Part D, Linda Symons and Sue Roseberry
- Roxanne stated that a new intern will be starting in the ADRC.
- Roxanne informed the board the transportation program will be doing a fall bus trip to Oakwood and then on to Shifflets in Spring Green for lunch.
- Roxanne informed the board that the TaiChi class was full and that there would be a new class in Viola. Richland County will be partnering with Vernon County.
- Roxanne reports she is working on the 85.21 grant.
- Roxanne informed the board that the Interim Director resigned and that his last day is October 19<sup>th</sup>.

**8. Citizen Comments:**

- Sandra Kramer reported to the board that on November 9<sup>th</sup>, different veterans will be going to different schools for a Veterans Day Program. She stated if anyone has questions to give her a call.
- Sandra also told the board that on October 25<sup>th</sup> poppies were sold at Walmart and QuikTrip downtown. They will doing this one more time.

**9. Discuss December board meeting:**

- Roxanne discussed with the board the possibility of not having a December board meeting.
- Gary Peters said that would be fine with him. However, he said he would like an update if something happened.
- Virginia Wiedenfeld said she is OK with not having a December meeting.
- After further discussion, it was the consensus that there would be no COAD board meeting in December. The next COAD meeting will be held in January

**10. Schedule Next Meeting:**

- Next meeting is scheduled for Wednesday, November 14, 2018 at 1:00 p.m. in Conference Rooms A & B of the Community Services Building, 221 West Seminary Street, Richland Center, WI 53581.

**11. Adjourn:**

- Motion to adjourn until Wednesday, November 14 2018 at 1:00 p.m. was made by Sandra Kramer; Virginia Wiedenfeld seconded. Motion carried. ;

Respectfully submitted,

Linda Batten  
ADRC of Eagle Country - Richland Center Office