

## **Commission on Aging Disability Board Meeting Minutes July 10, 2019**

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, David Scribbins, Van Nelson, Linda Symons and Belinda Granger

**Members absent:** Cindy Riley, Sharyn Knudson and Gary Peters

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

**Others present:** No one

**1. Call Meeting to Order:** Meeting was called to order at 1:05 p.m. by David Scribbins

**2. Posting and Agenda:** Linda Batten verified the agenda was posted properly. Sandra Kramer made a motion to approve the agenda; Linda Symons seconded. Motion carried.

**3. Approval of June 12, 2019 Commission on Aging and Disability Meeting Minutes:**

- Virginia Wiedenfeld made a motion to approve the June 12, 2019 Commission on Aging and Disability meeting minutes; Sandra Kramer seconded. Motion carried.

**4. Board Education: ADRC Dashboard**

- Roxanne gave every board member a copy of the dashboard report that she receives. She then explained that this report is reflective of what the Information and Assistance people do. In most areas, this years' numbers have increased from last year.
- Roxanne further talked about time reporting and how it effects funding.
- Roxanne said that in most areas of this report Richland Center is above the Wisconsin average. The one area Richland County is not above the Wisconsin average is home visits because Richland County sees more walk in clients.

**5. Board elections:**

- Roxanne explained that it was time for elections of new board positions and asked board members for nominations.
- Virginia Wiedenfeld nominated David Scribbins as Chairperson of the COAD Board; Linda Symons seconded. Motion Carried.
- Linda Symons nominated Virginia Wiedenfeld as Vice Chair of the COAD Board; Van Nelson seconded. Motion carried.

**6. Review, discuss and approve new board member request:**

- Roxanne told the board members that Patrick Manning is interested in the open COAD board position. She said he is on various boards throughout the area and she went through his educational background.
- After some discussion, Van Nelson made a motion to approve Patrick Manning for the open COAD board position; Virginia Wiedenfeld seconded. Motion carried.

**7. Review and approve updated COAD member job description:**

- Roxanne gave each board member a revised copy of the COAD member job description and went through the changes. She asked for approval from the board for these changes.
- Van Nelson made a motion to approve the COAD member job description; Linda Symons seconded. Motion carried.

**8. APS update:**

- Roxanne told the board that Katy Paczkowski was hired to take Diane Cox's place when she retired. However, Katy could not make the meeting because she is on maternity leave. While she is on leave, Diane will be coming in a few hours every week as a contract person to cover some things for Katy.

- Roxanne said that APS has seen an uptick of Financial Exploitation cases in the last couple of weeks.

#### **9. ADRC update:**

- Roxanne told the board that second interviews will be tomorrow for the ADRC receptionist position.
- Roxanne reported that Karn Schauf will be going to Powerful Tolls for Caregiver training in late August. Once she is trained there will be meetings in the Hillsboro area and Richland County ADRC will be partnering with the Vernon County ADRC.
- Roxanne said that in August, the Richland Center meal site will be having a Memory Screen session. In the future, the plan is to have this in Lone Rock and Viola. Roxanne and Gina Laack will be on the morning show on August 9<sup>th</sup> discussing this.
- Roxanne told the board that we have received our new minivan.
- Roxanne informed the board that she will be having a meeting with Richland Center's mayor, Mike Kaufman on Friday to discuss the Richland Center dialysis units closing and how the transportation program can possibly help out with transportation.

#### **10. Reports from Aging and Disability Organizations:**

- There was discussion about Schmitt opening an adult daycare. They are waiting on inspection and licensing. This will be a self-contained unit. The hours will be 9:00 to 3:00 with a rate of \$35.00 per day.

#### **11. ADRC budget review:**

- Roxanne reported that the ADRC budget is at 46% utilization and that the Transportation budget is at 45.7% utilization. Both are right where they should be at this time of the year.

#### **12. Citizen Comments:**

- Sandra Kramer informed the board that she and Roxanne will be on the morning show on Friday discussing the American Legion's 100<sup>th</sup> anniversary weekend.

#### **13. Schedule Next Meeting:**

- Next meeting is scheduled for Wednesday, August 14, 2019 at 1:00 p.m. in Conference Rooms A & B of the Community Services Building, 221 West Seminary Street, Richland Center, WI 53581.

#### **14. Adjourn:**

- Motion to adjourn until Wednesday, August 14, 2019 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

