

**TAYLOR COUNTY COMMISSION ON AGING
MEETING MINUTES OF DECEMBER 12, 2007**

The Taylor County Commission on Aging regular monthly meeting was called to order by Chairperson George Southworth at 10:00 AM, December 12, 2007 at the Multipurpose Building, Medford, Wisconsin.

Members present: George Southworth, Charlotte Brooks, Ben Yanko, Paula Dubiak, Jerry Albers, Diane Albrecht, Marguerite Klingbeil, Judy Troyk, Mary Redman

Also present: Diane Niggemann, Commission on Aging Director; Beth Carlson, Catholic Charities; Sherri Vaughn, Black River Industries; Paul Thornton, Black River Industries; Kathy Lemke, Black River Industries Food Service Manager

Members absent: None

Review / Approve Minutes from Previous Meeting

MOTION by Redman, second by Albrecht to approve November 14, 2007 minutes as presented. **MOTION CARRIED.**

Review / Approve Agenda

MOTION by Troyk, second by Albrecht to approve agenda for December 12, 2007 meeting. **MOTION CARRIED.**

Public Input

Paul Thornton explained to the committee the purpose of the 1st Annual Fund Raising Letter sent out by Black River Industries.

NAAA Report / Judy Troyk

Judy gave the NAAA Report. She gave us updates regarding Aging Disability Resource Centers. Diane Niggemann gave an update concerning digital television transition.

Introduction of Benefit Specialist

Diane introduced the new Benefit Specialist, Ruth Anne Pipkorn. We also thanked Carol Roush for her many years of service.

Transportation Public Hearing 85.21 Transportation Grant

Diane spoke about the upcoming public hearing to review the draft application for the 2008 Specialized Transportation Assistance Program.

MOTION by Troyk, second by Klingbeil to support Black River Industries' application for a grant to purchase two (2) minibuses. **MOTION CARRIED.**

Director's Report by Diane Niggemann

Diane read the report. Items of discussion included:

- Information on elder abuse.
- An open house in honor of Carol Roush is scheduled for January 4th, 2008.

Review / approve Monthly Expenses

Director's regular monthly expenses for November, 2007 were discussed and reviewed.

Regular monthly expenses for November, 2007 were discussed and reviewed.

MOTION by Redman, second by Albers to approve director's monthly expenses and regular monthly expenses for November, 2007. **MOTION CARRIED.**

The next regular meeting is scheduled for 10:00 am, January 9, 2008 at the Medford Multipurpose Building, Medford, Wisconsin.

MOTION by Albrecht, second by Klingbeil to adjourn meeting. **MOTION CARRIED.**

Respectfully submitted,

Paula Dubiak, Secretary
PD/mb

Handouts included:

Taylor County Commission on Aging November Newsletter; Public Hearing Notice; Aging and Disability Resource Center Services; NAAA Newsletter; Director's Monthly Expense Report; Regular Monthly Expense Report

**TAYLOR COUNTY COMMISSION ON AGING
MEETING MINUTES OF NOVEMBER 14, 2007**

The Taylor County Commission on Aging regular monthly meeting was called to order by Chairperson George Southworth at 10:00 AM, November 14, 2007 at the Multipurpose Building, Medford, Wisconsin.

Members present: George Southworth, Charlotte Brooks, Ben Yanko, Paula Dubiak, Jerry Albers, Diane Albrecht, Marguerite Klingbeil

Also present: Diane Niggemann, Commission on Aging Director; Paul Thornton, Black River Industries

Members absent: Judy Troyk, Mary Redman

Review / Approve Minutes from Previous Meeting

MOTION by Albrecht, second by Klingbeil to approve October 10, 2007 minutes as presented. **MOTION CARRIED.**

Public Input

Paul Thornton gave an update on Black River Industries.

NAAA Report / Diane Niggemann

Diane gave the NAAA Report. She explained the new Badger Care Plus program. Diane also spoke regarding the highlights of the DHFS portion of the State Budget Compromise acted on in the legislature on October 23, 2007.

Update on Benefit Specialist Position

Diane Niggemann gave us an update on the Benefit Specialist position.

85.21 Transportation Grant

The 85.21 Transportation Grant was discussed.

2008 Budget

Diane Niggemann gave an update on the 2008 budget.

Other Business

- The "Undies and Socks Under the Tree" donations have begun.
- The Senior Health Fair was very successful. Diane Niggemann and others received compliments from many throughout the county. Over 600 people attended the fair.

Review / approve Monthly Expenses

Director's regular monthly expenses for October, 2007 were discussed and reviewed.

Regular monthly expenses for October, 2007 were discussed and reviewed.

MOTION by Yanko, second by Brooks to approve director's monthly expenses and regular monthly expenses for October, 2007. **MOTION CARRIED.**

The next regular meeting is scheduled for 10:00 am, December 12, 2007 at the Medford Multipurpose Building, Medford, Wisconsin.

MOTION by Klingbeil, second by Albrecht to adjourn meeting. **MOTION CARRIED.**

Respectfully submitted,

Paula Dubiak, Secretary
PD/mb

Handouts included:

Taylor County Commission on Aging October Newsletter; Director's Monthly Expense Report and Regular Monthly Expense Report; Modernization Task Force Common Message #2;; Highlights of DHFS Portion of State Budget Compromise 2007; Average Congregate Meals Report

**TAYLOR COUNTY COMMISSION ON AGING
MEETING MINUTES OF OCTOBER 10, 2007**

The Taylor County Commission on Aging regular monthly meeting was called to order by Chairperson George Southworth at 10:00 AM, October 10, 2007 at the Multipurpose Building, Medford, Wisconsin.

Members present: George Southworth, Charlotte Brooks, Ben Yanko, Judy Troyk, Paula Dubiak, Mary Redman, Jerry Albers, Diane Albrecht, Marguerite Klingbeil

Also present: Diane Niggemann, Commission on Aging Director; Sherri Vaughn, Black River Industries; Paul Thornton, Black River Industries and Kathy Lemke, Black River Industries Food Service Manager

Members absent: None

Review / Approve Minutes from Previous Meeting

MOTION by Troyk, second by Redman to approve September 12, 2007 minutes as presented. **MOTION CARRIED.**

Public Input

None

NAAA Report / Judy Troyk

Judy gave the NAAA Report. There may be changes in the Homestead Tax Credit..

Update on Benefit Specialist Position

Diane Niggemann updated the committee on the hiring process to fill the Benefit Specialist position.

Review / Approve 2008 Plan Amendments and Budget

Diane reviewed the amendments for the 2008 Plan. Emergency preparedness was discussed, as well as transportation was addressed in the plan.

MOTION by Troyk, second by Albers to approve amendments to Plan. **MOTION CARRIED.**

Review / Approve Request from Golden Living Center for Increase of Home Delivered Meals for 2008

A request from Golden Living Center in Rib Lake to increase their meal price to \$4.15 for 2008 was discussed. Golden Living Center provides meals on Wednesdays and Fridays.

MOTION by Klingbeil, second by Yanko to approve requested increase. **MOTION CARRIED.**

Director's Report by Diane Niggemann

Diane gave the report. Items discussed included:

- Update on the Aging & Disability Resource Center meeting (ADRC) attended by Diane.
- A support group for the blind and visually impaired meets monthly in the multipurpose room.
- The upcoming Senior Health, Wellness & Safety Fair was discussed.

Review / approve Monthly Expenses

Director's regular monthly expenses for September, 2007 were discussed and reviewed.

Regular monthly expenses for September, 2007 were discussed and reviewed.

MOTION by Albrecht, second by Redman to approve director's monthly expenses and regular monthly expenses for September, 2007. **MOTION CARRIED.**

The next regular meeting is scheduled for 10:00 am, November 14, 2007 at the Medford Multipurpose Building, Medford, Wisconsin.

MOTION by Albrecht, second by Klingbeil to adjourn meeting. **MOTION CARRIED.**

Respectfully submitted,

Paula Dubiak, Secretary
PD/mb

Handouts included:

Taylor County Commission on Aging October Newsletter; Director's Monthly Expense Report and Regular Monthly Expense Report; Senior Health, Wellness & Safety Fair Bulletin; NAAA Newsletter; 2008 Amendments to Plan

**TAYLOR COUNTY COMMISSION ON AGING
MEETING MINUTES OF SEPTEMBER 12, 2007**

The Taylor County Commission on Aging regular monthly meeting was called to order by Chairperson George Southworth at 9:30 AM, September 12, 2007 at the Multipurpose Building, Medford, Wisconsin.

Members present: George Southworth, Charlotte Brooks, Ben Yanko, Judy Troyk, Paula Dubiak, Mary Redman, Jerry Albers

Also present: Diane Niggemann, Commission on Aging Director; Sherri Vaughn, Black River Industries; Beth Carlson, Catholic Charities; and Paul Thornton, Black River Industries

Members absent: Diane Albrecht, Marguerite Klingbeil

Review / Approve Minutes from Previous Meeting

MOTION by Troyk, second by Redman to approve August 8, 2007 minutes as presented.
MOTION CARRIED.

Public Input

Beth Carlson updated the group concerning Black River Industries services. Sherri Vaughn also spoke about the Alzheimer's Support Group and Black River Industries providing respite during the time the support group meets.

Approve Filling Benefit Specialist Position

Diane spoke about the benefit specialist position. She explained the job requirements.

MOTION by Troyk, second by Yanko to approve filling the benefit specialist position.
MOTION CARRIED.

Review / approve revised job description for Benefit Specialist and Secretary

Diane explained the transportation assistant / secretary position. Duties and responsibilities were also explained.

MOTION by Redman, second by Albers to approve the updated job description for transportation assistant / secretary position. **MOTION CARRIED.**

Review / approve requested increase for 2008 from Village of Rib Lake, Royal Gaits Arena & Stables, LLC, and Jump River Community Center

Diane read a letter from Jump River Community Center.

MOTION by Troyk, second by Yanko to increase the meal cost at Jump River. Price will go from \$4.65 per meal to \$4.90 per meal, an increase of 25 cents. **MOTION CARRIED.**

Diane read a letter from Clarence & Marge Kropp, Royal Gaits Arena & Stables, LLC. They are asking for an increase for the use of the building / utilities.

MOTION by Troyk, second by Redman to increase the monthly charge from \$25.00 to \$45.00. **MOTION CARRIED.**

Diane read a letter from the Village of Rib Lake requesting an increase of \$50.00 per month, (from \$300.00 to \$350.00 per month) for use of the Senior Citizen Center.

MOTION by Yanko to approve the increase. No second to the motion. **MOTION FAILED.**

Review / approve 2008 Budget

Diane reviewed the 2008 budget.

MOTION by Yanko, second by Troyk to approve the 2008 budget with some line item corrections. **MOTION CARRIED.**

Review / approve Monthly Expenses

Director's regular monthly expenses for August, 2007 were discussed and reviewed.

Regular monthly expenses for August, 2007 were discussed and reviewed.

MOTION by Redman, second by Brooks to approve director's monthly expenses and regular monthly expenses for August, 2007. **MOTION CARRIED.**

Other Business

Diane read a letter received from Langlade County Department on Aging regarding an Aging and Disability Resource Center meeting with several counties in our area.

The next regular meeting is scheduled for 10:00 am, October 10, 2007 at the Medford Multipurpose Building, Medford, Wisconsin.

MOTION by Redman, second by Brooks to adjourn meeting. **MOTION CARRIED.**

Respectfully submitted,

Paula Dubiak, Secretary
PD/mb

Handouts included:

Taylor County Commission on Aging September Newsletter; Director's Monthly Expense report and Regular Monthly Expense Report; Taylor County Commission on Aging 2008 Anticipated Revenue; Revenue Budget Worksheet, Expenditure Budget Worksheet; Letter from Jump River Community Center; Letter from Village of Rib Lake; Letter from Royal Gaits Arena & Stables, LLC; NAAA Newsletter; Open Letter to the Wisconsin Legislature; Taylor County Job Description – Benefit Specialist; Taylor County Job Description – Transportation Assistant / Secretary

**TAYLOR COUNTY COMMISSION ON AGING
MEETING MINUTES OF AUGUST 8, 2007**

The Taylor County Commission on Aging regular monthly meeting was called to order by Chairperson George Southworth at 10:00 AM, August 8, 2007 at the Multipurpose Building, Medford, Wisconsin.

Members present: George Southworth, Charlotte Brooks, Ben Yanko, Diane Albrecht, Judy Troyk, Paula Dubiak, Marguerite Klingbeil, Mary Redman, Jerry Albers

Also present: Diane Niggemann, Commission on Aging Director; Kathy Lemke, Black River Industries Food Service Manager; Beth Carlson, Catholic Charities; and Paul Thornton, Black River Industries

Members absent: None

Review / Approve Minutes from Previous Meeting: **MOTION** by Troyk, second by Redman to approve July 11, 2007 minutes as presented. **MOTION CARRIED.**

Public Input: None

NAAA Report

Report was given by Diane Niggemann.

Judy Troyk then spoke to the group about information she received while attending the Coalition of Wisconsin Aging Group conference and W4A meeting. Troyk also spoke to the committee about the Prevention and Wellness workshop she attended while at the Coalition of Wisconsin Aging Group conference.

Supplemental Transportation Rural Assistance Program (STRAP) / Paul Thornton, Black River Industries: Paul Thornton, Black River Industries spoke to the group about the Supplemental Transportation Rural Assistance Program (STRAP). Thornton, Diane Niggemann and Carol Roush recently attended a transportation conference. Thornton stated Black River Industries will be applying for a New Freedom Grant.

2008 Budget: Diane Niggemann talked about the 2008 Budget.

Review / Approve the Black River Industries 2008 Contract for Congregate Meals, Home Delivered Meals and Transportation: The committee reviewed the Black River Industries 2008 contract for congregate meals, home delivered meals and transportation.
****See attachment***

MOTION by Albrecht, second by Yanko to approve the 2008 contract. **MOTION CARRIED.**

Director's Report

Report was given by Diane Niggemann. Items discussed included:

- Carol Roush will be resigning as Benefit Specialist / Transportation Coordinator
- Bob Carpenter has been speaking to the nutrition sites regarding scams and identity theft.
- The "Final Affairs" program was very successful.
- The Senior Health, Wellness and Safety Fair will be held in October.
- Future plans for a fall prevention program are being made.

Review / Approve Monthly Expenses: Director's regular monthly expenses for July, 2007 were discussed and reviewed.

Regular monthly expenses for July, 2007 were discussed and reviewed.

MOTION by Klingbeil, second by Albers to approve director's monthly expenses and regular monthly expenses for July, 2007. **MOTION CARRIED.**

The next regular meeting is scheduled for 10:00 am, September 12, 2007 at the Medford Multipurpose Building, Medford, Wisconsin.

MOTION by Albrecht, second by Yanko to adjourn meeting. **MOTION CARRIED.**

Handouts included:

Taylor County Commission on Aging August Newsletter; 2008 Proposed Meal and Transportation Charges; NAAA Newsletter; Power Point re: Prevention and Wellness Programs; Director's Monthly Expense report and Regular Monthly Expense Report

Respectfully submitted,
Paula Dubiak, Secretary

2008 PROPOSED MEAL AND TRANSPORTATION CHARGES

1. MEALS	\$4.85 EACH
2. GOODRICH DELIVERY	\$26.00 PER DAY
3. LUBLIN DELIVERY	\$33.00 PER DAY
4. MEDFORD/MOWS DELIVERY	\$41.00 PER DAY \$31.35 PER DAY (MOWS ONLY)
5. RIB LAKE DELIVERY	\$28.14 PER DAY
6. WESTBORO DELIVERY	\$11.13 PER DAY
7. GILMAN DELIVERY	\$12.00 PER DAY (MON-TUES-THURS) \$34.10 PER DAY (WED-FRI)
8. MISCELLANEOUS MOWS DELIVERY	\$3.20 PER STOP STETSONVILLE MINIMUM: \$9.60/DAY
9. ELDERLY TRANSPORTATION	\$61,908 PER YEAR

NOTE: IN THE EVENT THAT GAS PRICES EXCEED \$3.25 PER GALLON REGULAR OR FALL BELOW \$2.75 PER GALLON REGULAR FOR 60 DAYS, EITHER PARTY WOULD BE ABLE TO RENEGOTIATE THOSE PARTS OF THE CONTRACTS AFFECTED BY GAS PRICES.

**Taylor County Commission on Aging
MEETING MINUTES OF JULY 11, 2007**

The Taylor County Commission on Aging regular monthly meeting was called to order by Chairperson George Southworth at 10:00 AM, July 11, 2007 at the Multipurpose Building, Medford, Wisconsin.

Members present: George Southworth, Charlotte Brooks, Ben Yanko, Judy Troyk, Paula Dubiak, Marguerite Klingbeil, Mary Redman, Jerry Albers

Also present: Diane Niggemann, Commission on Aging Director; Michelle Hartness, 211 Presentation; Kathy Lemke, Black River Industries Food Service Manager and Sherri Vaughn, Black River Industries Program Manager

Members absent: Diane Albrecht

Review / Approve Minutes from Previous Meeting: **MOTION** by Troyk, second by Redman to approve June 13, 2007 minutes as presented. **MOTION CARRIED.**

Public Input: Sherri Vaughn gave an update on respite care.

211 Presentation / Michelle Hartness: Michelle Hartness gave a presentation on United Way's 211 Program, which will include Taylor County in the near future. Michelle also answered questions from board members.

NAAA Report / Diane Niggemann: Diane gave the NAAA Report. The Alzheimer's Association will present a four part series in July and August that will be held in Minocqua. Judy Troyk will be attending the CWAG convention next week. Judy spoke to us regarding Aging and Disability Resource Center (ADRC) concerns. Judy also spoke to the group regarding the many changes taking place.

2007 Budget / Appropriations: Diane informed the group about the 2008 budget / appropriations. Diane also spoke about transportation concerns.

Director's Report: Report was given by Diane Niggemann. Items discussed included:
-Nutrition sites will be getting surveys to complete.
-The Final Affairs Seminars will be held in Jump River and Medford in July.

Review / Approve Monthly Expenses: Director's regular monthly expenses for June, 2007 were discussed and reviewed.

Regular monthly expenses for June, 2007 were discussed and reviewed.

MOTION by Klingbeil, second by Troyk to approve director's monthly expenses and regular monthly expenses for June, 2007. **MOTION CARRIED.**

The next regular meeting is scheduled for 10:00 am, August 8, 2007 at the Medford Multipurpose Building, Medford, Wisconsin.

MOTION by Yanko, second by Klingbeil to adjourn meeting. **MOTION CARRIED.**

Handouts included:

Power Point handouts from 211 Presentation; 211 Brochure; 2007 Total Congregate Meals & Donations, Commission on Aging July Newsletter; NAAA Newsletter; Title III and State CY 2008 Allocations; Director's Monthly Expense report and Regular Monthly Expense Report

Respectfully submitted,
Paula Dubiak, Secretary

**TAYLOR COUNTY COMMISSION ON AGING
MEETING MINUTES OF JUNE 13, 2007**

The Taylor County Commission on Aging regular monthly meeting was called to order by Chairperson George Southworth at 10:00 AM, June 13, 2007 at the Multipurpose Building, Medford, Wisconsin.

Members present: George Southworth, Charlotte Brooks, Ben Yanko, Judy Troyk, Paula Dubiak,
Marguerite Klingbeil, Mary Redman, Jerry Albers, Diane Albrecht

Also present: Diane Niggemann, COA Director; Beth Carlson, Catholic Charities; Sherri Vaughn, Black River Industries; and Ben Luer, Job Developer, Senior Citizens Employment and Training

Members absent: None

Review / Approve Minutes from Previous Meeting: MOTION by Klingbeil, second by Troyk to approve May 9, 2007 minutes as presented. **MOTION CARRIED.**

NAAA Report / Diane Niggemann: Diane gave the NAAA Report. Updates on SeniorCare were discussed. We were also informed about the Wisconsin Women's Health Guide.

Staff Update: Diane told us about a staff update at Rib Lake. We signed a resolution in appreciation for Irma Eggert.

Adult Respite Program / Sherri Vaughn, Program Manager, Black River Industries: Sherri Vaughn, Program Manager at Black River Industries spoke to our group on an Adult Respite Program in the county.

Director's Report

Report was given by Diane Niggemann. Items discussed included:

- Update on Family Care expansion
 - Financial incentives in support of a multi-county Aging & Disability Resource Center.
- Questions from the board were answered.
- The Alzheimer's Association will present "A Care Package".
 - Upcoming "Final Affairs" seminars were discussed.

Senior Citizens Employment & Training Presentation / Ben Luer: Ben spoke to our group about Senior Citizens Employment and Training. They are a non-profit organization that specializes in employment and training services for mature workers in Eau Claire, Chippewa, Barron, Clark, Dunn and Taylor counties. Ben answered many questions from the board.

Other Business: The Commission on Aging supports the Black River Industries new adult respite program.

Review / Approve Monthly Expenses: Director's regular monthly expenses for May, 2007 were discussed and reviewed.

Regular monthly expenses for May, 2007 were discussed and reviewed.

MOTION by Redman, second by Yanko to approve director's monthly expenses for May, 2007. **MOTION CARRIED.**

MOTION by Troyk, second by Albrecht to approve regular monthly expenses for May, 2007. **MOTION CARRIED.**

The next regular meeting is scheduled for 10:00 am, July 11, 2007 at the Medford Multipurpose Building, Medford, Wisconsin.

MOTION by Klingbeil, second by Albrecht to adjourn meeting. **MOTION CARRIED.**

Handouts included:

Financial Incentives in support of Multi-County Aging and Disability Resource Centers; Final Affairs Seminar Bulletin; Adult Respite Program notice; Update on Family Care Expansion letter; NAAA Newsletter; Commission on Aging June Newsletter; Director's monthly expense report and regular monthly expense report; State of Wisconsin Board on Aging and Long-Term Care letter re: SeniorCare; Alzheimer's Association – A Care Package notice; Projected Population and Labor Force Outlook for the 55 and Older Population in Wisconsin, 2005-2015 report; Senior Citizens Employment & Training Brochure.

Respectfully submitted,
Paula Dubiak, Secretary

**TAYLOR COUNTY COMMISSION ON AGING
MEETING MINUTES OF MAY 9, 2007**

The Taylor County Commission on Aging regular monthly meeting was called to order by Chairperson George Southworth at 10:00 AM, May 9, 2007 at the Multipurpose Building, Medford, Wisconsin.

Members present: George Southworth, Charlotte Brooks, Ben Yanko, Judy Troyk, Paula Dubiak, Marguerite Klingbeil, Mary Redman, Jerry Albers, Diane Albrecht

Also present: Diane Niggemann, COA Director; Beth Carlson, Catholic Charities; Sherri Vaughn, Black River Industries; Larry Brandl, Taylor County Accountant; Kathy Lemke, Black River Industries Food Services Manager

Members absent: None

Review / Approve Minutes from Previous Meeting: MOTION by Albrecht, second by Yanko to approve April 11, 2007 minutes as presented. **MOTION CARRIED.**

2006 Financial Report / Larry Brandl, Accountant: Brandl handed out the 2006 financial report and explained the 2006 Nutrition Program results to the committee.

NAAA Report / Diane Niggemann: Diane gave the NAAA Report. May is "Older Americans Month". We were informed that SeniorCare will be extended until the end of 2007.

Judy Troyk had attended the NAAA Meeting and gave us updates on many topics of interest.

Nutrition Staff Update: Judy Kraft has been hired at the Rib Lake Nutrition Center.

Director's Evaluation: MOTION by Troyk, second by Redman to go into closed session pursuant to 1985.1C WI Statutes. **MOTION CARRIED.**

- **CLOSED SESSION** -

Director's Evaluation: Evaluation conducted by George Southworth and the COA Board.

MOTION by Troyk, second by Albrecht to reconvene into open session pursuant to 1985.1C WI Statutes. **MOTION CARRIED.**

MOTION by Troyk, second by Brooks to accept evaluation of the director.
MOTION CARRIED

Director's Report

Report was given by Diane Niggemann.

- The Alzheimer's Association will be making presentations in June.
- Two "Final Affairs" workshops are scheduled for July.
- Another "Powerful Tools for Caregiving" session will be scheduled.

Review / Approve Monthly Expenses: Director's regular monthly expenses for April, 2007 were discussed and reviewed.

Regular monthly expenses for April, 2007 were discussed and reviewed.

MOTION by Klingbeil, second by Yanko to approve director's monthly expenses and regular monthly expenses for April, 2007. **MOTION CARRIED.**

The next regular meeting is scheduled for 10:00 am, June 13, 2007 at the Medford Multipurpose Building, Medford, Wisconsin.

MOTION by Albrecht, second by Klingbeil to adjourn meeting. **MOTION CARRIED.**

Handouts included: Wisconsin Benefit Specialists / Legal Services Program; Performance Review, NAAA Newsletter; State of Wisconsin – Board on Aging & Long-Term Care letter; Commission on Aging May Newsletter; Notes from Janice Smith; Financial Report – 2006; Director’s Monthly Expense Report and Regular Monthly Expense Report.

Respectfully submitted,
Paula Dubiak, Secretary

**TAYLOR COUNTY COMMISSION ON AGING
MEETING MINUTES OF APRIL 11, 2007**

The Taylor County Commission on Aging regular monthly meeting was called to order by Chairperson George Southworth at 9:00 AM, April 11, 2007 at the Multipurpose Building, Medford, Wisconsin.

Members present: George Southworth, Charlotte Brooks, Ben Yanko, Paula Dubiak, Marguerite Klingbeil, Mary Redman, Jerry Albers, Diane Albrecht

Also present: Diane Niggemann, COA Director; Beth Carlson, Catholic Charities, and Sherri Vaughn, Black River Industries

Members absent: Judy Troyk

Review / Approve Minutes from Previous Meeting: **MOTION** by Klingbeil, second by Redman to approve March 14, 2007 minutes as presented. **MOTION CARRIED.**

Public Input: Beth Carlson gave a report regarding Black River Industries.

Elizabeth Anderson, Senior Citizens Employment and Training was unable to come and speak to our group because of weather conditions. She is rescheduled to come in June.

NAAA Report / Diane Niggemann: Diane gave the NAAA Report. She also updated the group on SeniorCare and read a letter from Governor Doyle regarding SeniorCare.

Approve filling Rib Lake Nutrition Site Manager Position: Diane Niggemann spoke to us about the need to fill the site manager position at Rib Lake. The current site manager is retiring.

MOTION by Albrecht, second by Yanko to fill the Rib Lake Site Manager position. **MOTION CARRIED.**

Approval for Director to attend State Network and Nutrition Director Trainings: The State Network Training is scheduled for April 16 & 17 in Madison and the Nutrition Director Training for May 3 & 4 in Stevens Point.

MOTION by Yanko, second by Klingbeil to have Diane Niggemann attend trainings. **MOTION CARRIED.**

Review 2006 Year-End Financial Reports: Diane gave a review of the 2006 year-end financial reports. She answered many questions from the committee.

Approval to apply for United Way Grant: **MOTION** by Klingbeil, second by Albers to apply for a United Way Grant for the home delivered meal program to pay for delivery costs, and a request to cover the 15.5 cent difference between the IRS rate of .485 cents and the Medicaid reimbursement rate of 33 cents for non-disabled persons under age 60. **MOTION CARRIED.**

Review / Approve Monthly Expenses: Director's regular monthly expenses for March, 2007 were discussed and reviewed.

Regular monthly expenses for March, 2007 were discussed and reviewed.

MOTION by Albrecht, second by Brooks to approve director's monthly expenses and regular monthly expenses for March, 2007. **MOTION CARRIED.**

Other Business: Diane informed us about the upcoming Volunteer Recognition Dinner.

The next regular meeting is scheduled for 10:00 am, May 9, 2007 at the Medford Multipurpose Building, Medford, Wisconsin.

MOTION by Albrecht, second by Klingbeil to adjourn meeting. **MOTION CARRIED.**

Respectfully submitted,
Paula Dubiak, Secretary

JOINT MEETING OF THE TAYLOR COUNTY HUMAN SERVICES BOARD AND THE TAYLOR COUNTY COMMISSION ON AGING COMMITTEE

MARCH 14, 2007

The Taylor County Human Services Board and the Taylor County Commission on Aging Committee met on March 14, 2007 at the Community Building at the Taylor County Fairgrounds. Human Services Board Chairperson James Seidl called the meeting to order at 1 p.m.

Human Services Board members present were: George Southworth (a member of both committees), Rose Madlon, Dave Bizer, Mary Bix, James Seidl, David Krug, Lindy Spencer, and Vicki Duffy. Commission on Aging members present included: Judy Troyk, Paula Dubiak, Mary Redman, Ben Yanko, Marguerite Klingbeil, and Charlotte Brooks. Others in attendance were Diane Niggemann, Carol Roush, Paul Thornton, Laurie Medina, Beth Carlson, Sally Toepfer, Russ Blennert, Dave Hemke, Sue Hady, and Kathy Barr.

Those in attendance then introduced themselves.

Russ Blennert began the discussion on the Long-Term Care Redesign/Managed Care Initiative (Family Care Program) proposed by the State of Wisconsin. This program provides long-term, community-based services to low-income seniors and individual with disabilities. Mr. Blennert talked about the background of this initiative and the State's intent to eliminate waiting lists for services and reduce long-term care costs. He reported that currently there are five pilot counties in the state who receive funding for the Family Care Program, but these counties, should they run low on funding, take on the responsibility of coming up with additional money for services. Mr. Blennert stated that the current Long-Term Support programs have either no waiting list or a small waiting list and that these programs are being managed well by the counties. He indicated that the current proposed Family Care Program "opens the door" for private Health Management Organizations (HMO's) to make a profit.

Sue Hady reported that the Human Services Board had reviewed a draft of the 2007-2008 Commission on Aging Plan to the State completed by Diane Niggemann. Ms. Niggemann indicated that the State is placing demands on her to develop an Aging and Disability Resource Center (ADRC) in Taylor County which, in addition to having a Benefit Specialist, would have a Disability Specialist to assist people under age 65 and disabled. An ADRC could be operated by either Human Services, the Commission on Aging, or a third party. She, too, believed that Taylor County residents are being served adequately with little or no waiting lists.

Sue Hady distributed a list of questions compiled by Doug Johnson, Washington County Administrator that counties should ask themselves regarding Long-Term Care Reform. These questions discussed county contribution to Family Care and how that contribution would be used, care of specific target groups, responsibility for administration of Long-Term Care Reform, and risks involved if counties pay for general medical costs now covered by the Medical Assistance Program. Ms. Hady added that with the implementation of Aging and Disability Resource Centers and care management organizations, county boards would no longer have oversight with the Family Care programs. She expressed her concern that none of the pilot counties were in a consortium, but instead all five pilot counties were single counties. She explained that there are unique issues in a consortium that would not be in a single county, such as who assumes the responsibility for financial problems if one of the counties has financial problems. Sue Hady also brought up the question of whether or not public funding should pay for HMO's, CEO salaries and profit margins versus client services. Ms. Hady also reported that based on 2005 data, the State had proposed that Taylor County contribute approximately \$176,000 of its county levy towards the State's Medicaid Budget

to operate Family Care. She handed out Human Services agency brochures and questioned what the State's Family Care Program would mean for all the target groups that are served by the Human Services Department, and what would happen to the elderly and disabled population who would not qualify for the Family Care Program. Ms. Hady also distributed information showing the increase in county overmatch dollars to cover State mandates because of the lack of an inflationary increase in Community Aids funding. She questioned how Human Services would provide for Taylor County residents if local money could not be used to provide services.

Dave Hemke discussed the implementation of the Family Care Program in April 2000 in Portage County and how it has affected their Economic Support caseload. Economic Support was not taken into consideration when Portage County became a pilot county for Family Care. The Economic Support Unit determines financial eligibility for the elderly, blind and disabled (EBD) residents interested in Family Care. According to Mr. Hemke, when the Family Care Program was implemented in Portage County, the EBD caseload was 707 cases. Since January 2007, the EBD caseload has now ballooned to 1585 cases. Mr. Hemke reported that in Taylor County, the EBD caseload is currently 380 cases. If Taylor County implements Family Care, this number would increase to 783 cases. Additionally, Taylor County does not have a specific EBD worker, as each of the workers handle EBD cases. Ms. Hady added that the State does not guarantee that counties will get the bid to administer the managed care program, but yet is expected to contribute county levy to operate it, besides giving a portion of their Community Aids funding to operate Aging and Disability Resource Centers.

Judy Troyk asked Sue Hady and the Human Services Board what they thought about developing an Aging and Disability Resource Center. Ms. Hady stated that funding for an ADRC would probably not be provided by the State unless the county was already involved in planning for care management. Diane Niggemann also distributed information on what is required of an ADRC. There was some discussion about the committees meeting again at a later date, possibly after an upcoming conference on Family Care. Many members agreed that today's joint meeting was a step in the right direction towards addressing Family Care/Long-Term Care Redesign. It was agreed upon that Diane Niggemann would call the State to: 1) verify whether or not the State would provide funds to Taylor County to develop an ADRC if the county is not participating in a planning group to become a care management organization, and 2) verify whether or not the State would provide funding to Taylor County if Taylor County chooses to operate an ADRC as a single county entity. This information will then be shared with both departments.

Next, Sally Toepfer distributed information on representative payee services. Currently, the Human Services Department pays the Commission on Aging \$8,941 per year in staff salary/fringe benefits for representative payee services, which includes issuing checks, tracking accounts, etc. for 57 Human Services clients. Of the 57 individuals, 36 are developmentally disabled waiver-funded, eight are developmentally disabled non-waiver funded, one is Long-Term Support non-waiver funded, 11 are mental health non-waiver funded, and one is from Children and Family Services unit and is non-waiver funded. The Social Security Administration had recommended that the Human Services Department take over this account, as they feel it would be more efficient to issue the checks on site. This, however, is in contrast to a county auditor's recommendation that a conflict of interest would be created if the Human Services Department took over the responsibility of the representative payee account. At this time, the Human Services Department is proposing that all clients be referred to an outside agency for representative payee services. Ms. Toepfer presented reasons why the representative payee services should be provided by an outside agency, including funding changes, conflict of interest, and the amount of staff time needed to carry out these duties. She added that up until now clients have not been charged for this service, and Human Services does not receive any State funding to provide this service. Ms. Toepfer reported that she and other Human Services staff met with three

agencies that provide representative payee services. One of the agencies charges \$25 per month for representative payee services, while the other two agencies charge \$34 per month. This money would be deducted from a client's Social Security check; however, if a client is eligible for waiver funding, the representative payee service fee would be paid for by Human Services with waiver funding. Those clients that are not eligible for waiver funding would have to pay this fee from their Social Security check. According to Ms. Toepfer, the Human Services Department could save anywhere from approximately \$4800 to \$5900 per year in Community Aids funding if the representative payee service was referred to an outside provider. On the other hand, Diane Niggemann indicated that if the Commission on Aging no longer provided this service, they would lose over \$8,000 and would be unable to make up this revenue. She added that if the Commission on Aging would completely assume the responsibility of the representative payee service, they would need to hire another staff person to handle the extra work. Paul Thornton asked how involving an outside agency for representative payee services would affect the clients and if it would delay the process. It was also suggested that another option may be hiring a part-time county worker to do the representative payee services. This issue will be addressed at a later date.

A MOTION WAS MADE BY DAVE BIZER TO ADJOURN. MARY BIX SECONDED THE MOTION. THE MOTION CARRIED. THE MEETING ADJOURNED AT 2:55 P.M.

Respectfully submitted:

Kathy Barr
for
Rose Madlon, Secretary

**TAYLOR COUNTY COMMISSION ON AGING
MEETING MINUTES OF MARCH 14, 2007**

The Taylor County Commission on Aging regular monthly meeting was called to order by Chairperson George Southworth at 9:30 AM, March 14, 2007 at the Multipurpose Building, Medford, Wisconsin.

Members present: George Southworth, Judy Troyk, Charlotte Brooks, Ben Yanko, Paula Dubiak, Marguerite Klingbeil, Mary Redman

Also present: Diane Niggemann, COA Director; Kathy Lemke, Black River Industries Food Service Manager; Beth Carlson, Catholic Charities; and Sherri Vaughn, Black River Industries

Members absent: Jerry Albers, Diane Albrecht

Review / Approve Minutes from Previous Meeting: **MOTION** by Troyk, second by Yanko to approve December 13, 2006 and December 15, 2006 minutes as presented. **MOTION CARRIED.**

NAAA Report / Diane Niggemann: Diane gave the NAAA Report. She also addressed concerns regarding SeniorCare ending June 30, 2007.

Update on Nutrition Site Staffing: Diane Niggemann gave an update on nutrition site staffing.

Review / Approve Donation Policy for Non-elderly Volunteers and Nutrition Staff Diners: **MOTION** by Redman, second by Klingbeil to approve meal contributions at the current suggested donation for under age 60 volunteers and under age 60 nutrition staff. **MOTION CARRIED.**

Review / Approve Weather Shield LITE Foundation Grant Request: Diane spoke about the Weather Shield LITE Foundation grant request to continue "Meals that Heal".

MOTION by Troyk, second by Brooks to approve grant request. **MOTION CARRIED.**

Review 2006 Congregate and Home Delivery Statistics: 2006 congregate and home delivered statistics were reviewed. Diane Niggemann answered questions. Congregate meals were down 2,205 meals and home delivered meals were up 1,962 meals from 2005.

Aging Unit Assessment: Diane Niggemann talked to the group regarding the Aging Unit Assessment. A letter from Pam VanKampen, RD, CD was read. Diane explained Representative Payee services.

MOTION by Troyk, second by Yanko to accept the report by Pam VanKampen. **MOTION CARRIED.**

Director's Report

Report was given by Diane Niggemann.

Upcoming events include:

- Driver Safety Classes
- Chronic Disease Self-Management Class
- Powerful Tools for Caregivers Class
- State Training of Aging Disability Resource Center, April 16 & 17, 2007 in Madison
- Volunteer Dinner set for April 27, 2007 in Jump River

Other items:

- Received \$325 funeral memorials for Tom Kaefer. Memorials will be designated for home delivered meal transportation.
- Received \$4,912.50 from United Way. Will be receiving \$2,194 less funding in C1 and Caregivers for 2007
- Governor's Budget includes a 2% increase for transportation, no increase for benefit specialist program.
- AARP is not providing tax preparation in Taylor County this year. Benefit Specialist is asking for a donation of \$10 for homestead preparation.
- An additional SAMS user ID has been ordered for benefit specialist.

Review / Approve Monthly Expenses: Director's regular monthly expenses for December, 2006 and January and February, 2007 were reviewed.

Regular monthly expenses for December, 2006 and January and February, 2007 were discussed and reviewed.

MOTION by Troyk, second by Yanko to approve director's monthly expenses and regular monthly expenses for December, 2006 and January and February, 2007. **MOTION CARRIED.**

The next regular meeting is scheduled for 10:00 am, April 11, 2007 at the Medford Multipurpose Building, Medford, Wisconsin.

Other Business:

Judy Troyk discussed "Building A Common Identity For the Aging Unit". This report was prepared by the Aging Network Leadership Council. Troyk is a member of this council. Judy covered the eight principles for the Aging Network.

MOTION by Klingbeil, second by Redman to adjourn meeting. **MOTION CARRIED.**

Respectfully submitted,
Paula Dubiak, Secretary