

TAYLOR COUNTY COMMISSION ON AGING
MEETING MINUTES OF DECEMBER 10, 2008

The Taylor County Commission on Aging regular monthly meeting was called to order by George Southworth at 9:30 AM, December 10, 2008 at the Multipurpose Building, Medford, Wisconsin.

Members present: George Southworth, Charlotte Brooks, Ben Yanko, Julie Scott, Mary Redman, Frances Soper, Jerry Albers; Marguerite Klingbeil and Rollie Thums

Also present: Diane Niggemann, Commission on Aging Director; Ruth Anne Pipkorn, Commission on Aging Benefit Specialist; Paul Thornton, Black River Industries Director (BRI);

Members absent: None

Review / Approve Minutes from Previous Meeting

MOTION by Thums, second by Redman to approve November 5, 2008 minutes as presented. **MOTION CARRIED.**

Review / Approve Agenda

MOTION by Thums, second by Redman to approve agenda for the December 10, 2008 meeting. **MOTION CARRIED.**

Public Input

Paul Thornton, reported on Black River Industries. They have received two new buses and will also receive two additional buses, one in 2009 and 2010.

NAAA Report / Diane Niggemann

Diane gave the NAAA Report. Adverse drug reactions, low-income heating assistance, Parkinson's Disease, the NAAA final board meeting and the GWAAR were discussed.

Benefit Specialist Report / Ruth Anne Pipkorn

Ruth Anne reported on her first year as Taylor County Commission on Aging Benefit Specialist. She has worked on a number of insurance concerns and assisted seniors with Medicare Part D back dates. She has also educated seniors on scams, Homestead tax credit, Medicare Part D plans, SeniorCare, job searches, stimulus checks, the care call program, Food Share program and advance directives, as well as medical concerns such as shingles.

Review / Approve Rate Increases for Nail Care and Care Call Installation

The Director reported on both programs and the reasons why a rate increase is requested.

MOTION by Scott, second by Klingbeil to approve a rate increase for nail care at the nutrition sites from \$5.00 to \$7.00 and an increase in care call installation from \$25.00 to \$35.00. **MOTION CARRIED.**

Review / Approve 85.21 Transportation Application

The Director reported on the 85.21 Transportation Program. The budget, program, and application were reviewed and discussed. Paul Thornton reported on the Black River Industries gas clause.

MOTION by Thums, second by Klingbeil to approve the 85.21 Transportation Application. **MOTION CARRIED.**

Review Request from Jump River Community Center for Rent Increase

Reviewed and discussed the Jump River Community Center's request to increase the daily rent from \$25.00 to \$35.00 per day.

MOTION by Redman, second by Thums to approve rent increase to \$30.00 per day effective January 1, 2009. **MOTION CARRIED.**

Director's Report

- A site manager for the Lublin Site has been hired.
- Westboro and Lublin Nutrition sites will be going down from three to two serving days per week. Medford and Gilman sites will be going from five to four serving days per week.
- A Senior Citizen's Employment and Training employee will transport meals from Medford to Gilman and Lublin.

Review / Approve Monthly Expenses:

Director's regular monthly expenses for November, 2008 were reviewed and discussed.

Regular monthly expenses for November, 2008 were reviewed and discussed.

MOTION by Scott, second by Soper to approve the Director's monthly expenses and regular monthly expenses for November, 2008. **MOTION CARRIED.**

Other Business

Commission on Aging volunteer drivers and other staff will have a mandatory training on Friday, December 12, 2008.

The next regular meeting is scheduled for 9:30 am, January 14, 2009 at the Medford Multipurpose Building, Medford, Wisconsin.

MOTION by Thums, second by Soper to adjourn meeting. **MOTION CARRIED.**

Meeting adjourned at 10:55 am.

Respectfully submitted,

Mary Redman, Secretary

Handouts: Commission on Aging Monthly Expenditures; Director's Monthly Expenses; 85.21 Application; NAAA Monthly Report; December Commission on Aging Newsletter.

TAYLOR COUNTY COMMISSION ON AGING
MEETING MINUTES OF NOVEMBER 5, 2008

The Taylor County Commission on Aging regular monthly meeting was called to order by George Southworth at 9:30 AM, November 5, 2008 at the Multipurpose Building, Medford, Wisconsin.

Members present: George Southworth, Charlotte Brooks, Ben Yanko, Frances Soper, Jerry Albers; Marguerite Klingbeil and Rollie Thums

Also present: Diane Niggemann, Commission on Aging Director; Paul Thornton, Black River Industries Director (BRI); Kathy Lemke, Black River Industries Food Service Manager; Sherrie Vaughn, Black River Industries Program Manager

Members absent: Julie Scott; Mary Redman

Review / Approve Minutes from Previous Meeting

MOTION by Thums, second by Soper to approve October 8, 2008 minutes as presented.
MOTION CARRIED.

Review / Approve Agenda

MOTION by Thums, second by Yanko to approve agenda for the November 5, 2008 meeting. **MOTION CARRIED.**

Public Input

Paul Thornton, Black River Industries Director invited the public to their 35th Anniversary Celebration at 2:00 pm on November 19, 2008. This will also be Employee Appreciation Week.

Diane Niggemann gave report on the Senior Health, Wellness & Safety Fair, held on Thursday, October 30th. Attendance was very good.

NAAA Report / Diane Niggemann

Diane gave the report.

Discuss / Approve Hiring Lublin Nutrition Site Manager

Diane reported that Connie Agen, Lublin Site Manager is leaving in two weeks.

MOTION by Brooks, second by Klingbeil to approve hiring a new site manager for the Lublin Senior Nutrition Site. **MOTION CARRIED.**

Director's Report

- A "Taking Care of You - the Caregiver" Fair will be held Monday, November 10th from 4:00 – 7:30 pm at the Multi-purpose Building. •Annette Staubs will work with individuals who would like to have a "Phone Buddy".
- Diane reported on concerns of how budget cuts will impact programs including benefit specialist services, home delivered meals and others.

Review / Approve Monthly Expenses:

Director's regular monthly expenses for October, 2008 were reviewed and discussed.

Regular monthly expenses for October, 2008 were reviewed and discussed.

MOTION by Albers, second by Yanko to approve the Director's monthly expenses and regular monthly expenses for October, 2008. **MOTION CARRIED.**

Other Business

None

The next regular meeting is scheduled for 9:30 am, December 10, 2008 at the Medford Multipurpose Building, Medford, Wisconsin.

MOTION by Thums, second by Albers to adjourn meeting. **MOTION CARRIED.**

Meeting adjourned at 11:05 am.

Respectfully submitted,

Frances Soper, Acting Secretary

TAYLOR COUNTY COMMISSION ON AGING
MEETING MINUTES OF OCTOBER 8, 2008

The Taylor County Commission on Aging regular monthly meeting was called to order by George Southworth at 9:30 AM, October 8, 2008 at the Multipurpose Building, Medford, Wisconsin.

Members present: George Southworth, Charlotte Brooks, Ben Yanko, Julie Scott, Mary Redman, Frances Soper, Jerry Albers; Marguerite Klingbeil and Rollie Thums

Also present: Diane Niggemann, Commission on Aging Director; Judy Troyk, NAAA President; Paul Thornton, Black River Industries (BRI) Director; Betty Van Royan, Visitor

Members absent: None

Review / Approve Minutes from Previous Meeting

MOTION by Thums, second by Scott to approve September 10, 2008 minutes as presented. **MOTION CARRIED.**

Review / Approve Agenda

MOTION by Scott, second by Thums to approve agenda for the October 8, 2008 meeting. **MOTION CARRIED.**

Public Input

Paul Thornton, BRI reported on the gas surcharge clause of the Commission on Aging contract with Black River Industries. Paul also stated Black River Industries will be celebrating their 35th anniversary in 2009.

NAAA Report / Judy Troyk, NAAA President

Judy Troyk reported on the restructuring of the AAA's.

2009 Budget Update

The Director reported on the 2009 Budget.

Review Nutrition Assessment Recommendations

The Director reported on the NAAA on-site nutrition assessment and recommendations. Discussion was held.

MOTION by Scott, second by Thums to change the Commission on Aging bylaws to include the nutrition advisory council duties. **MOTION CARRIED.**

MOTION by Thums, second by Klingbeil to amend the motion to include: "The Commission on Aging Committee will meet at a nutrition site at least yearly." **MOTION CARRIED AS AMENDED.**

Review / Approve Monthly Expenses

Director's regular monthly expenses for September, 2008 were reviewed and discussed.

Regular monthly expenses for September, 2008 were reviewed and discussed.

MOTION by Klingbeil, second by Thums to approve the Director's monthly expenses and regular monthly expenses for September, 2008. **MOTION CARRIED.**

Other Business

Director Diane Niggemann reported on the Senior Health Fair scheduled for October 30, 2008.

The next regular meeting is scheduled for 9:30 am, November 5, 2008 at the Medford Multipurpose Building, Medford, Wisconsin.

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

Meeting adjourned at 11:05 am.

Respectfully submitted,

Mary Redman, Secretary

TAYLOR COUNTY COMMISSION ON AGING
MEETING MINUTES OF SEPTEMBER 10, 2008

The Taylor County Commission on Aging regular monthly meeting was called to order by George Southworth at 10:00 AM, September 10, 2008 at the Multipurpose Building, Medford, Wisconsin.

Members present: George Southworth, Charlotte Brooks, Ben Yanko, Julie Scott, Mary Redman, Frances Soper, Jerry Albers and Rollie Thums

Also present: Diane Niggemann, Commission on Aging Director; Sherri Vaughn, Black River Industries Program Manager; Kathy Lemke, Black River Industries Food Service Manager; Karene Buehler, Medford; Frances Soper, Lublin; Mick Keepers, Gilman; Eileen Roback, Gilman

Members absent: Marguerite Klingbeil

Review / Approve Minutes from Previous Meeting

MOTION by Soper, second by Brooks to approve August 13, 2008 minutes as presented with the addition of the Rib Lake meal bid correction. **MOTION CARRIED.**

Review / Approve Agenda

MOTION by Scott, second by Soper to approve agenda for the September 10, 2008 meeting. **MOTION CARRIED.**

Public Input

Introductions were made. Public attending gave input regarding the nutrition sites they attend.

NAAA Report

The NAAA report was given by Diane Niggemann.

Review / Approve Supplemental Transportation Rural Assistance Program (STRAP) Grant

The director reported on the STRAP Grant proposal and the process.

MOTION by Yanko, second by Albers to support the STRAP Grant. **MOTION CARRIED.**

Review / Approve 2009 Budget

The director reported on the 2009 budget. The anticipated revenues and expenditures were reviewed and discussed.

MOTION by Redman, second by Scott to support the 2009 budget as presented. Included in the 202 budget, closing Medford and Gilman dining sites on Fridays and closing Westboro and Lublin dining sites on Mondays. Also, increasing the 203 budget to include the county funding an additional 68% of a position.

MOTION CARRIED. Ayes – 8 (the rest) Nays - 1 (Thums)

Review / Approve Monthly Expenses

Director's regular monthly expenses for August, 2008 were reviewed and discussed.

Regular monthly expenses for August, 2008 were reviewed and discussed.

MOTION by Thums, second by Soper to approve the Director's monthly expenses and regular monthly expenses for August, 2008. **MOTION CARRIED.**

Other Business

Items discussed included:

- The Senior Health, Wellness & Safety Fair will be held on October 30, 2008.
- A Caregiver Fair is being planned for November
- Financial planning for Life Care Needs.

The next regular meeting is scheduled for 9:30 am, October 8, 2008 at the Medford Multipurpose Building, Medford, Wisconsin.

MOTION by Thums, second by Soper to adjourn meeting. **MOTION CARRIED.**

Meeting adjourned at 11:25 am.

Respectfully submitted,

Mary Redman, Secretary

Handouts: COA Monthly Expenditures; Director's Expense Report; 2009 Budget; Revenue Budget Worksheet; 2009 Anticipated Revenue; 2009 Anticipated Expenditures; STRAP Grant Proposal; Number of Meals Ordered per Site; NAAA Monthly Report to Aging Units; September Newsletter

TAYLOR COUNTY COMMISSION ON AGING
MEETING MINUTES OF AUGUST 13, 2008

The Taylor County Commission on Aging regular monthly meeting was called to order by George Southworth at 10:00 AM, August 13, 2008 at the Multipurpose Building, Medford, Wisconsin.

Members present: George Southworth, Charlotte Brooks, Ben Yanko, Marguerite Klingbeil, Mary Redman, Frances Soper, Jerry Albers and Rollie Thums

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

Members absent: Julie Scott

Review / Approve Minutes from Previous Meeting

MOTION by Klingbeil, second by Soper to approve July 9, 2008 minutes as presented.
MOTION CARRIED.

Review / Approve Agenda

MOTION by Soper, second by Thums to approve agenda for the August 13, 2008 meeting.
MOTION CARRIED.

Public Input

Kathy Lemke, Black River Industries reported on the submission of the Kraft grant. The Kraft grant benefits Commission on Aging programs (ex: health fair & home delivered meal transportation).

Senior Citizen Employment & Training Request for Donation

Diane Niggemann read a letter from the Senior Citizen Employment & Training, Inc. requesting a donation to support senior interns. Gilman and Medford dining centers have senior interns.

MOTION by Thums, second by Klingbeil to decline making a donation to Senior Citizen Employment & Training, Inc. **MOTION CARRIED.**

NAAA Report

The NAAA report was given by Diane Niggemann.

Golden Living Center, Rib Lake - Donation

The Commission on Aging received \$500.00 from Golden Living Center for transportation for home delivered and congregate meals in the Rib Lake / Westboro areas.

2009 Budget

The director reported on the 2009 budget and recommendations.

Discuss Possible Cuts in Congregate Dining Serving Days / Frances Soper

Frances Soper reported on her meeting with Lublin congregate meal site participants to get their input on reducing the number of serving days.

Approve Meal Bids for 2009

MOTION by Thums, second by Yanko to accept bids (*see attachment*) from Black River Industries for congregate and home delivered meals for the Medford, Gilman, Lublin, Goodrich, Westboro and Rib Lake sites; from Golden Living Center-Rib Lake for Rib Lake

home delivered meals (Wednesdays & Fridays only); and from Jump River Community Center for Jump River congregate and home delivered meals. **MOTION CARRIED.**

Review / Approve Raising Congregate Suggested Donation

MOTION by Thums, second by Klingbeil to raise the congregate suggested donation from \$3.25 per meal to \$3.50 per meal. **MOTION CARRIED.**

Director's Report

Director Diane Niggemann gave her report.

Review / Approve Monthly Expenses

Director's regular monthly expenses for July, 2008 were reviewed and discussed.

Regular monthly expenses for July, 2008 were reviewed and discussed.

MOTION by Thums, second by Klingbeil to approve the Director's monthly expenses and regular monthly expenses for July, 2008. **MOTION CARRIED.**

Other Business

None

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

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

Meeting adjourned at 11:35 am.

Respectfully submitted,

Mary Redman, Secretary

TAYLOR COUNTY COMMISSION ON AGING
 MEETING MINUTES OF AUGUST 13, 2008
 (AMENDED)

Approve Meal Bids for 2009:

Meal Site	2009 Bid
Rib Lake Site:	
Golden Living Center	\$ 4.30 per meal – Wednesday & Friday home delivered only
Jump River Site:	
Jump River Community Center	\$ 5.15 per meal
Medford, Lublin, Goodrich, Westboro & Gilman Sites:	
Black River Industries bids for Medford, Lublin, Goodrich, Westboro & Gilman Meal Sites were approved as follows:	
1. Medford Site	\$ 5.29 per meal + delivery * (<i>*See Below</i>)
1a. Home Delivered Meals	\$ 5.29 per meal + delivery * (<i>*See Below</i>)
2. Lublin	\$ 5.29 per meal + delivery * (<i>*See Below</i>)
3. Goodrich	\$ 5.29 per meal + \$ 29.00*
4. Rib Lake	\$5.29 per meal + delivery * (<i>*See Below</i>)
5. Westboro	\$ 5.29 per meal + delivery * (<i>*See Below</i>)
6. Gilman	\$ 5.29 per meal + delivery * (<i>*See Below</i>)

- Meal delivery for #1 and 1A costs \$43.70 per serving for Medford and Home Delivered Meals combined, regardless of meal cost. Delivery price of Home Delivered Meals only is \$33.55. Meals-on-Wheels to Stetsonville will cost \$3.35 per stop, with a minimum charge of \$10.05 per day. Rib Lake/Westboro delivery charge is \$43.77 per day, contingent upon receiving both bids. Gilman/Lublin delivery charge is \$51.60 per day (Mon., Tues., Thur.), contingent upon receiving both bids. Gilman delivery charge is \$39.10 per day (Wed. & Fri.)
- **Food Inflation Clause**
 We reserve the right to negotiate that part of the contract that is affected by food prices at any time beginning 1/1/2009.
- **Gas Inflation Clause**
 In the event that (regular) gas prices exceed \$4.25 per gallon, or fall below \$3.75 per gallon, for more than 30 days, either party can negotiate that part of the contract affected by gas prices. In addition, if the price of gas on 1/1/2009 is at those levels, the part of the contract affected by gas prices may be adjusted immediately.
- **Due Date Notice: Due by the end of current month or a finance charge of 1.5% will be added.**

**TAYLOR COUNTY COMMISSION ON AGING
MEETING MINUTES OF JULY 9, 2008**

The Taylor County Commission on Aging regular monthly meeting was called to order by George Southworth at 10:00 AM, July 9, 2008 at the Multipurpose Building, Medford, Wisconsin.

Members present: George Southworth, Charlotte Brooks, Ben Yanko, Marguerite Klingbeil, Mary Redman, Frances Soper, Jerry Albers, Julie Scott and Rollie Thums

Also present: Diane Niggemann, Commission on Aging Director; Sherrie Vaughn, Black River Industries (BRI); Paul Thornton, Black River Industries Director Kathy Lemke, Black River Industries Food Service Manager;

Members absent: None

Review / Approve Minutes from Previous Meeting

MOTION by Soper, second by Klingbeil to approve June 11, 2008 minutes as presented.
MOTION CARRIED.

Review / Approve Agenda

MOTION by Soper, second by Scott to approve agenda for the July 9, 2008 meeting.
MOTION CARRIED.

Public Input

Paul Thornton, Director of Black River Industries reported on BRI's activities.

NAAA Report

The NAAA report was given by Diane Niggemann.

Family Care Power Point

Committee members watched the Family Care power point. Discussion and questions followed.

Open & Review Meal Bids

The meal bids were opened and reviewed. Discussion followed. Meal bid decisions will be made at the August meeting. *-See attached.*

2008 – 2009 Plan Amendments & Budgets

Diane Niggemann reported on the 2008-2009 plan amendments and budget.

Director's Report by Diane Niggemann

Diane Niggemann reported on the Living Well with Chronic Conditions Program, AARP Driver Safety classes and the MUST (Medication Use & Safety Training) program.

Review / Approve Monthly Expenses

Director's regular monthly expenses for June, 2008 were reviewed and discussed.

Regular monthly expenses for June, 2008 were reviewed and discussed.

MOTION by Klingbeil, second by Soper to approve the Director's monthly expenses and regular monthly expenses for June, 2008. **MOTION CARRIED.**

Other Business

None

The next regular meeting is scheduled for 10:00 am, August 13, 2008 at the Medford Multipurpose Building, Medford, Wisconsin.

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

Meeting adjourned at 11:45 am.

Respectfully submitted,

Mary Redman, Secretary
MR/mb

Handouts included: COA Monthly Expenditures; Director's Monthly Expenses; AARP Driver Safety Program; Living Well with Chronic Conditions.

TAYLOR COUNTY COMMISSION ON AGING
MEETING MINUTES OF JULY 9, 2008

Open Meal Bids:

Meal Site	2008 Bid
Gilman Site:	
Gilman School	\$ 8.50 per meal delivered to site
Black River Industries	\$ 5.29 per meal and \$39.10 delivery per day
Rib Lake Site:	
Golden Living Center	\$ 4.30 per meal – Wednesday & Friday home delivered only
Black River Industries	\$ 5.29 per meal and \$43.77 delivery per day <i>(*See Attached)</i>
Jump River Site:	
Jump River Community Center	\$ 5.15 per meal
Medford, Lublin, Goodrich and Westboro Sites:	
Black River Industries submitted bids for Medford, Lublin, Goodrich and Westboro Meal Sites as follows:	
1. Medford Site	\$ 5.29 per meal + delivery * <i>(*See Attached)</i>
1a. Home Delivered Meals	\$ 5.29 per meal + delivery * <i>(*See Attached)</i>
2. Lublin	\$ 5.29 per meal + \$ 28.94 delivery per day
3. Goodrich	\$ 5.29 per meal + \$ 29.00 delivery per day
4. Westboro	\$ 5.29 per meal + delivery * <i>(*See Attached)</i>

-OVER-

**TAYLOR COUNTY COMMISSION ON AGING
MEETING MINUTES OF JUNE 11, 2008**

The Taylor County Commission on Aging regular monthly meeting was called to order by Rollie Thums at 10:04 AM, June 11, 2008 at the Multipurpose Building, Medford, Wisconsin.

Members present: Charlotte Brooks, Ben Yanko, Marguerite Klingbeil, Mary Redman, Frances Soper, Jerry Albers, Julie Scott and Rollie Thums

Also present: Diane Niggemann, Commission on Aging Director; Sherrie Vaughn, Black River Industries (BRI); Paul Thornton, Black River Industries Director Kathy Lemke, Black River Industries Food Service Manager;

Members absent: George Southworth

Review / Approve Minutes from Previous Meeting

MOTION by Klingbeil, second by Soper to approve May 14, 2008 minutes as presented.
MOTION CARRIED.

Review / Approve Agenda

MOTION by Scott, second by Klingbeil to approve agenda for the June 11, 2008 meeting.
MOTION CARRIED.

Public Input

Sherrie Vaughn, Black River Industries reported on BRI's respite care program.

NAAA Report

The NAAA report was given by Diane Niggemann.

Review Organizational Requirements

Reviewed and discussed the Wisconsin Department of Health and Family Services April 7, 2008 memorandum regarding the organizational requirements for aging units, the aging unit plans and the modernization of the aging network. Also reviewed the Taylor County Aging Unit analysis of funds.

Review / Approve Black River Industries Contracted Gas Surcharge

Paul Thornton, BRI Director reported on the contracted gas surcharge.

Director's Report by Diane Niggemann

The report was given by Diane Niggemann.

Review / Approve Monthly Expenses

Director's regular monthly expenses for May, 2008 were reviewed and discussed.

Regular monthly expenses for May, 2008 were reviewed and discussed.

MOTION by Klingbeil, second by Albers to approve the Director's monthly expenses and regular monthly expenses for May, 2008. **MOTION CARRIED.**

Other Business

None

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

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

Respectfully submitted,

Mary Redman, Secretary

Handouts included:

April 7, 2008 WI Department of Health & Services Memorandum, Modernization of the Aging Network, 2007 Audit Taylor County Aging Unit Analysis of Funds, 2008 Average Congregate Meals per Day & Donations per Meal, COA Monthly Expenditures, Director's Expenses, Taylor County Commission on Aging June Newsletter; NAAA Monthly Report

**TAYLOR COUNTY COMMISSION ON AGING
MEETING MINUTES OF MAY 14, 2008**

The Taylor County Commission on Aging regular monthly meeting was called to order by George Southworth at 10:00 AM, May 14, 2008 at the Multipurpose Building, Medford, Wisconsin.

Members present: George Southworth, Charlotte Brooks, Ben Yanko, Marguerite Klingbeil, Mary Redman, Frances Soper, Jerry Albers, Julie Scott

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

Members absent: Rollie Thums

Review / Approve Minutes from Previous Meeting

MOTION by Klingbeil, second by Yanko to approve April 9, 2008 minutes as presented.
MOTION CARRIED.

Review / Approve Agenda

MOTION by Scott, second by Soper to approve agenda for the May 14, 2008 meeting.
MOTION CARRIED.

Introductions

The committee members introduced themselves. The two new committee members present, Julie Scott and Frances Soper were welcomed.

Appoint Secretary

Chairman Southworth appointed Mary Redman as the new secretary.

Public Input

Paul Thornton, Black River Industries Director, spoke about the Catholic Charities Family Care Task Force.

Overview of Commission on Aging Programs

Diane Niggemann gave an overview of the Commission on Aging Programs.

Review / Approve United Way Applications

Diane Niggemann explained the United Way applications.

MOTION by Klingbeil, second by Soper to approve the United Way application for transportation funding for home delivered meals. **MOTION CARRIED.**

MOTION by Scott, second by Yanko to approve the United Way application for unfunded transportation costs. **MOTION CARRIED.**

Gas Clause under Black River Industries Contract

Paul Thornton, Black River Industries Director, spoke to the group about the gas clause under the contract that the COA has with Black River Industries.

NAAA Report

The NAAA report was given by Diane Niggemann.

Appoint NAAA Representative

Chariman Southworth appointed Marguerite Klingbeil as the Taylor County NAAA representative.

Director's Report by Diane Niggemann

The report was given by Diane Niggemann.

Review / Approve Monthly Expenses

Director's regular monthly expenses for April, 2008 were discussed and reviewed.

Regular monthly expenses for April, 2008 were discussed and reviewed.

MOTION by Klingbeil, second by Scott to approve the Director's monthly expenses and regular monthly expenses for April, 2008. **MOTION CARRIED.**

Other Business

None

The next regular meeting is scheduled for 10:00 am, June 11, 2008 at the Medford Multipurpose Building, Medford, Wisconsin.

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

Respectfully submitted,

Mary Redman, Secretary

Handouts included:

Taylor County Commission on Aging April Newsletter; NAAA Newsletter; How to Find Your Hidden Money, Director's Monthly Expense Report; Regular Monthly Expense Report; COA Program Pamphlets on Home Delivered Meals, Nutrition Program, Care Call, Transportation Services, Commission on Aging, MUST for Seniors.

**TAYLOR COUNTY COMMISSION ON AGING
MEETING MINUTES OF APRIL 9, 2008**

The Taylor County Commission on Aging regular monthly meeting was called to order by George Southworth at 10:05 AM, April 9, 2008 at the Multipurpose Building, Medford, Wisconsin.

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

Also present: Diane Niggemann, Commission on Aging Director; Sherri Vaughn, Black River Industries; Ruth Anne Pipkorn, Commission on Aging Benefit Specialist

Members absent: none

Review / Approve Minutes from Previous Meeting

MOTION by Albrecht, second by Redman to approve March 12, 2008 minutes as presented.
MOTION CARRIED.

Review / Approve Agenda

MOTION by Troyk, second by Brooks to approve agenda for the April 9, 2008 meeting.
MOTION CARRIED.

Public Input

Sherri Vaughn spoke about upcoming events at Black River Industries (BRI). Paul Thornton is the new director at BRI.

NAAA Report

The NAAA report was given by Diane Niggemann. She also read a letter regarding OAA funding.

Benefit Specialist Report / Ruth Anne Pipkorn

Ruth Anne spoke to the group regarding the job of the Benefit Specialist. She explained her duties and the various ways she is there to help our seniors.

Review 2007 Financial Reports

Diane read and explained the 2007 Budget, Expense and Cash Balance reports.

Director's Report by Diane Niggemann

The report was given by Diane Niggemann. The Annual Volunteer Recognition Dinner will be on May 7th. Also, another "Final Affairs" Seminar is in the planning stages.

Director's Evaluation:

MOTION by Troyk, second by Albrecht to go into closed session pursuant to 1985.1C WI Statutes. **MOTION CARRIED.** Followed by a roll call. Meeting went in to closed session.

- CLOSED SESSION -

Director's Evaluation:

Evaluation conducted by George Southworth and the COA Board.

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

Review / Approve Monthly Expenses

Director's regular monthly expenses for March, 2008 were discussed and reviewed.

Regular monthly expenses for March, 2008 were discussed and reviewed.

MOTION by Albrecht, second by Klingbeil to approve director's monthly expenses and regular monthly expenses for March, 2008. **MOTION CARRIED.**

The next regular meeting is scheduled for 10:00 am, May 14, 2008 at the Medford Multipurpose Building, Medford, Wisconsin.

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

Respectfully submitted,

Paula Dubiak, Secretary

Handouts included:

Taylor County Commission on Aging April Newsletter; NAAA Newsletter; Commission on Aging 2007 Budget / Expense Report; Letter from Richard Sicchio; Director's Monthly Expense Report; Regular Monthly Expense Report.

**TAYLOR COUNTY COMMISSION ON AGING
MEETING MINUTES OF MARCH 12, 2008**

The Taylor County Commission on Aging regular monthly meeting was called to order by Diane Albrecht at 10:10 AM, March 12, 2008 at the Multipurpose Building, Medford, Wisconsin.

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

Also present: Diane Niggemann, Commission on Aging Director; Peggy Nordgren, UW-Extension; Paul Thornton, Black River Industries; Beth Carlson, Catholic Charities; Pam VanKampen, NAAA

Members absent: George Southworth

Review / Approve Minutes from Previous Meeting

MOTION by Troyk, second by Redman to approve February 13, 2008 minutes as presented.
MOTION CARRIED.

Review / Approve Agenda

MOTION by Redman, second by Yanko to approve agenda for March 12, 2008 meeting.
MOTION CARRIED.

Public Input

Beth Carlson and Paul Thornton gave updates about Black River Industries.

NAAA Report

The NAAA report was given by Judy Troyk. Judy spoke about the stimulus payment and encouraged us to remind seniors to file a 1040A form. Diane Niggemann talked about upcoming dates to remember for future meetings.

Caregiver Survey / Peggy Nordgren, UW-Extension Family Living Agent

Peggy Nordgren spoke about the Taylor County Caregiver Survey. Peggy's presentation included tips for employers to help their employees with caregiving concerns.

Approve Weather Shield LITE Foundation Grant Request

Diane Niggemann will be applying for a Weather Shield LITE Foundation Grant for nail care at nutrition sites. Nail care is done by the Taylor County Health Department.

MOTION by Redman, second by Troyk to apply for grant. **MOTION CARRIED.**

2007 Program Assessment / Pam Van Kampen, NAAA

Pam Van Kampen, NAAA gave the 2007 program assessment. Pam and the committee thanked Judy Troyk for her years of service on the NAAA Committee. Pam, with the help of Beth Carlson spoke to us about updates regarding Aging & Disability Resource Centers (ADRC).

Director's Report

The director's report was given by Diane Niggemann.

- Brunch has been very popular at the sites.
- May 7th will be the date for this year's Volunteer Dinner.

Review / Approve Monthly Expenses

Director's regular monthly expenses for February, 2008 were discussed and reviewed.

Regular monthly expenses for February, 2008 were discussed and reviewed.

MOTION by Troyk, second by Klingbeil to approve director's monthly expenses and regular monthly expenses for February, 2008. **MOTION CARRIED.**

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

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

Respectfully submitted,

Paula Dubiak, Secretary

Handouts included:

Taylor County Commission on Aging March Newsletter; NAAA Newsletter; "Taking Care of You" Brochure; Living with Grief Brochure; UW-Extension Taylor County Employed Caregiver Survey Summary; Director's Monthly Expense Report; Regular Monthly Expense Report; Current and Proposed ADRC Map.

**TAYLOR COUNTY COMMISSION ON AGING
MEETING MINUTES OF FEBRUARY 13, 2008**

The Taylor County Commission on Aging regular monthly meeting was called to order by Chairperson George Southworth at 10:05 AM, February 13, 2008 at the Multipurpose Building, Medford, Wisconsin.

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

Review / Approve Minutes from Previous Meeting

MOTION by Troyk, second by Redman to approve January 9, 2008 minutes as presented.
MOTION CARRIED.

Review / Approve Agenda

MOTION by Troyk, second by Klingbeil to approve amended agenda for February 13, 2008 meeting. **MOTION CARRIED.**

Public Input

Beth Carlson announced that Paul Thornton will become director of Black River Industries on April 1, 2008. Sherri Vaughn explained the successful respite care program at Black River Industries.

NAAA Report

The NAAA report was given by Diane Niggemann.

2007 Nutrition Numbers

Diane Niggemann explained the 2007 nutrition numbers. In 2007, the Commission on Aging served 22,856 congregate meals and 26,937 home delivered meals. From 2006, there were 1,146 fewer congregate meals and 675 fewer home delivered meals served.

Forty one (41) people received nail care at the nutrition sites and sixty eight (68) individuals received nail care at home or at the Taylor County Health Department.

Review / Approve Request from Westboro VFW to Remove Refrigerator from Nutrition Inventory to Westboro VFW Inventory

The Westboro community purchased new appliances for the VFW Hall. The Westboro VFW Auxiliary would like to keep the old refrigerator.

MOTION by Troyk, second by Yanko to remove the old refrigerator from Westboro Nutrition Site inventory and transfer to Westboro VFW inventory. **MOTION CARRIED.**

Review / Approve Resolution for Carol Roush in Appreciation of her Years of Service to Taylor County

A resolution for Carol Roush was read by Diane Niggemann.

MOTION by Klingbeil, second by Redman to accept resolution for Carol Roush in appreciation of her years of service to Taylor County. **MOTION CARRIED.**

Director's Report

The director's report was read by Diane Niggemann.

What's an ADRC? / Power Point Presentation by Diane Niggemann

Diane Niggemann gave a power point presentation on Aging Disability Resource Centers (ADRC). Diane and Beth Carlson answered questions.

2007 Program Assessment / Pam VanKampen, NAAA

Pam VanKampen, NAAA was scheduled to speak to our group, but due to illness was not able to come.

Review / approve Monthly Expenses

Director's regular monthly expenses for January, 2008 were discussed and reviewed.

Regular monthly expenses for January, 2008 were discussed and reviewed.

MOTION by Redman, second by Troyk to approve director's monthly expenses and regular monthly expenses for January, 2008. **MOTION CARRIED.**

The next regular meeting is scheduled for 10:00 am, March 12, 2008 at the Medford Multipurpose Building, Medford, Wisconsin.

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

Respectfully submitted,

Paula Dubiak, Secretary

Handouts included:

Taylor County Commission on Aging February Newsletter; NAAA Newsletter; Wisconsin's "Elder Boom" Report; Current and Proposed Aging and Disability Resource Center Guide; Anticipated Implementation of Family Care Plan; Aging and Disability Resource Center Vision; SAMS Agency Summary Report; 2007 Congregate Meal Chart; Family Caregiver Support Pamphlet; Alzheimer's Disease Update Meeting Announcement; "Taking Care of You Caregiver Class Announcement and Booklet; Director's Monthly Expense Report; Regular Monthly Expense Report

**TAYLOR COUNTY COMMISSION ON AGING
MEETING MINUTES OF JANUARY 9, 2008**

The Taylor County Commission on Aging regular monthly meeting was called to order by Chairperson George Southworth at 10:00 AM, January 9, 2008 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; Ed Schlosser, Westboro Town Chairman

Members absent: None

Review / Approve Minutes from Previous Meeting

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

Review / Approve Agenda

MOTION by Albrecht, second by Yanko to approve agenda for January 9, 2008 meeting. **MOTION CARRIED.**

Review / Approve Rent Request from Town of Westboro - Chair Ed Schlosser

Ed Schlosser, Town of Westboro came to speak to the committee about concerns on how to increase numbers at the Westboro dining site. Mr. Schlosser would like the Commission on Aging to pay rent for use of the building in Westboro. Judy Troyk questioned Mr. Schlosser if having the county come up with the money to pay rent would cause the Commission on Aging to close the Westboro site one day per week, would the Westboro Town Board forego the rent payment? Mr. Schlosser stated the Town of Westboro would then forego the rent.

MOTION by Troyk, second by Klingbeil to approve Westboro receiving \$100.00 per month for rent. **MOTION CARRIED.**

Review / Approve 85.21 Application

Diane Niggemann spoke about the 85.21 application. She explained the application and answered any questions. Paul Thornton explained the transportation concerns regarding scooters.

MOTION by Troyk, second by Klingbeil to approve the 85.21 application. **MOTION CARRIED.**

NAAA Report

The report was given by Diane Niggemann.

Review / approve Monthly Expenses

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

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

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

The next regular meeting is scheduled for 10:00 am, February 13, 2008 at the Medford Multipurpose Building, Medford, Wisconsin.

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

Respectfully submitted,

Paula Dubiak, Secretary

Handouts included:

Taylor County Commission on Aging January Newsletter; NAAA Newsletter; 85.21 Application; Commission on Aging Transportation Service Schedule; Director's Monthly Expense Report; Regular Monthly Expense Report