

TAYLOR COUNTY COMMISSION ON AGING
Wednesday, December 11, 2013 – 9:30 A.M.
Goodrich Senior Dining Site, N3653 Spring Drive, Athens, Wisconsin 54411

Members Present: Agen, Albrecht, Bix, Dubiak, Jochimsen, Peterson, Thums, Troyk

Members Absent: Madlon (excused)

Call Meeting to Order: Chair Albrecht called the meeting to order at 9:32 A.M. Also present was Stacey Reich, Black River Industries, and Diane Niggemann, Director, Taylor County Commission on Aging.

Approve Minutes of the November 6, 2013 Commission on Aging Meeting: Troyk moved to approve the minutes of the November 6, 2013 Commission on Aging meeting; Dubiak seconded. All Ayes. Motion Carried.

Approve Agenda: Thums moved to approve the agenda with twelve items; Bix seconded. All Ayes. Motion Carried.

Public Input: Reich reported that Kathy Lemke, head of Black River Industries' food department, is on medical leave for approximately twelve weeks. Steve Kalmon is helping out until her return. Their new bus has been received and is now in operation. It has red stripes.

Appointment/Reimbursement for Acting Director: Niggemann would like the Commission on Aging to appoint Michelle Brehm as the Acting Director between the time when Niggemann's retirement takes place and the time when the new person assumes the Director's position. She suggested a \$2/hour temporary wage increase. Peterson moved to appoint Michelle Brehm as the Acting Director of the Taylor County Commission on Aging at an hourly wage \$2/hour more than she is receiving now. Thums seconded. All Ayes. Motion Carried.

Amend Black River Industries 2013 Meal Contract to Include January 2, 2014: Niggemann would like to amend the 2013 contract with Black River Industries to include January 2, 2014 for Rib Lake and Westboro and have The Other Corner take over on January 6, 2014 for logistical reasons. Agen moved to amend the 2013 Black River Industries contract to include January 2, 2014; Dubiak seconded. All Ayes. Motion Carried.

2014 s85.21 Transportation Application: The Taylor County Transportation Coordination Committee approved an s85.21 grant request of \$68,117 with a 20% County Match of \$13,623. This grant application is due by the end of December, and Niggemann will have it submitted before she leaves on December 13th.

Director's Report: 1) The Northwest Regional Planning Commission is going to start a marketing push to let more people know of the Commission on Aging's transportation services. 2) The Commission on Aging should have approximately \$8,000 in carryover funds that may be used in the future for a new van for Gilman. 3) The Commission received a \$1,000 grant from the Weathershield LITE Foundation for Meals that Heal. So far, nothing has been heard about the grant request from the Memorial Member Association for Meals that Heal. 4) The Aging & Disability Resource Center of the Northwoods is running an ad for a part-time Disability Benefit Specialist to handle just the Taylor County disability customers. 5) The Chat 'n Snack on Medicaid Estate Recovery that was cancelled due to weather will be rescheduled. 6) The Buildings & Grounds Committee may still be considering moving the Commission on Aging to the old campus building.

Niggemann thanked the Commission for all its assistance during the time she was Director, and the Commission thanked her for her many years of sterling service.

Review/Approve Monthly Director's Expenses and Monthly Commission on Aging Expenditures: After review, Bix moved to approve November 2013 Director's Expenses in the amount of \$72.93 and October/November Commission on Aging Expenditures in the amount of \$40,350. Troyk seconded. All Ayes. Motion Carried.

Other Business: Taylor County Human Resources Director Koerner has received fifteen applications for the Commission on Aging Director's position and will choose 5-6 to interview. The interview date will be Monday, December 23, 2013. Agen, Bix, Dubiak, Jochimsen, Peterson, and Thums will attend. The interviews will start at 9:00 A.M. at the Court House.

Set Next Meeting Date: The next meeting of the Taylor County Commission on Aging will be Wednesday, January 8, 2014 at 10:00 A.M. It will be held in Medford.

Adjournment: With no further business, Thums moved to adjourn; Bix seconded. All Ayes. The meeting was adjourned at 10:35 A.M.

Handouts: November 2013 Director's Expense Report; October/November Commission on Aging Monthly Expenditures; December Taylor County Commission on Aging Newsletter.

**TAYLOR COUNTY COMMISSION ON AGING/HUMAN SERVICES BOARD
JOINT MEETING**

Wednesday, November 6, 2013 – 10:30 A.M.

Multi-Purpose Building, Intersection of Highways 13 & 64, Medford, Wisconsin

Members Present: Bizer, Ewan, Krug, Mildbrand, Duffy – Human Services Board
Agen, Albrecht, Bix, Dubiak, Jochimsen, Peterson, Thums, Troyk – Commission on Aging
Madlon – Human Services Board & Commission on Aging

Members Absent: Lee, Breneman, Willner – Human Services Board
None – Commission on Aging

Call Meeting to Order: Commission on Aging Chair Albrecht called the meeting to order at 10:30 A.M. Also present were: Larry Brandl, Taylor County Accountant; Kris McMurry & Sue Nuernberger, Aging & Disability Resource Center of the Northwoods; Marie Koerner, Taylor County Human Resources Director; Amber Fallos & Kathy Barr, Human Services Department; Diane Niggemann, Taylor County Commission on Aging Director; Shirley Sloniker, former Taylor County Commission on Aging Director; Jim Metz, Taylor County Board of Supervisors Chair; Mark Berglund, The Star News; Robert Kellerman, Executive Director, Greater Wisconsin Agency on Aging Resources. Members of the public in attendance included: Edie Roiger, Florina Jochimsen, Marguerite Klingbeil, Judy Inman, John Swanson, Elva Storch, Joyce Hamelund; Harry Stroik, Katie Fuchs, Rosemary Rindt; Joan Anderson, Ann Heil.

Public Input: Several members of the public were prepared to discuss their opinions on the proposed Human Services Department incorporation of the Commission on Aging.

Discuss Reorganization of Human Services and Commission on Aging Departments: Bob Kellerman, Executive Director, Greater Wisconsin Agency on Aging Resources, spoke about the need to keep the quality of services for seniors in Taylor County at a very high level. Bizer, Chair of the Human Services Board, then stated that the Human Services Board had voted at its earlier meeting to recommend to the Personnel Committee that it leave the Commission on Aging and the Human Services Department as two separate departments and to authorize hiring a new full-time Commission on Aging Director as well as a Long-Term Support person.

The Commission on Aging had voted unanimously at its October meeting to recommend to the Personnel Committee that it authorize hiring a new full-time Commission on Aging Director. The Commission on Aging had also voted on a new job description for the Commission on Aging Director, and the Personnel Committee had subsequently approved that new job description.

It was felt that since both the Commission on Aging and the Human Services Board had agreed to recommend that the Personnel Committee hire a new full-time Commission on Aging Director further action by the two Committees was not necessary.

Adjourn: With no further business, Thums moved to adjourn; Bizer seconded. All Ayes. The Joint Meeting of the Commission on Aging and the Human Services Board was adjourned at 10:50 A.M.

Handouts: There were none.

TAYLOR COUNTY COMMISSION ON AGING
Wednesday, November 6, 2013 – 9:00 A.M.
Multipurpose Room, 845 East Broadway, Medford, Wisconsin

Members Present: Agen, Albrecht, Bix, Dubiak, Jochimsen, Peterson, Thums, Troyk

Members Absent: Madlon (attending concurrent Human Services Board meeting)

Call Meeting to Order: Chair Albrecht called the meeting to order at 9:00 A.M. Also in attendance were Robert Kellerman, Executive Director, Greater Wisconsin Agency on Aging Resources (G.W.A.A.R.), and Diane Niggemann, Director, Commission on Aging. Present for at least part of the meeting were members of the public: Katie Fuchs, Edie Roiger, Florina Jochimsen, Marguerite Klingbeil, Judy Inman, and John Swanson.

Approve Minutes of the October 15, 2013 Meeting: Troyk moved to approve the minutes of the October 15, 2013 Commission on Aging meeting; Dubiak seconded. All Ayes. Motion Carried.

Approve Agenda: Thums moved to approve the agenda with eleven items; Bix Seconded. All Ayes. Motion Carried.

Review & Approve Monthly Director & COA Expenditures: After review, Bix moved to approve Director's Expenses for October 2013 in the amount of \$176.46 and Commission on Aging September 2013 Monthly Expenditures in the amount of \$31,353.74. Troyk seconded. All Ayes. Motion Carried.

Director's Report

Update on October 15, 2013 Personnel Meeting on Commission on Aging Director Position: When Niggemann attended the Personnel Committee meeting after the last Commission on Aging meeting, she informed the Committee that the Commission had approved a new job description for the Director's position and informed them that the Commission had recommended that the position be filled. Amber Fallos then proposed that the position and the Commission on Aging be incorporated into the Human Services Department. The Personnel Committee did approve the job description but left the door open to the possibility of incorporating the Commission on Aging into the Human Services Department. Niggemann stated that she submitted her letter of resignation with 2 ½ months' notice so her successor could be in place before she retired. Now it appears that won't be the case.

Proposal to Reorganize Commission on Aging & Human Services Long-Term Support Departments: The Commission on Aging Director Job Description as approved by the Commission on Aging on October 15, 2013 was distributed to Commission Members. Also handed out was the Proposed Commission on Aging Director Job Description as proposed by Fallos of the Human Services Department, as well as her list of reasons for the incorporation of the Commission into the Human Services Department. The Commission reviewed both and felt several listed items were inaccurate and misleading. The Commission Members expressed a great deal of concern over the possible move.

Options, Requirements & Approval Processes for Reorganization of an Aging Unit – Bob Kellerman, Greater Wisconsin Agency on Aging Resources (G.W.A.A.R.) Executive Director: Kellerman discussed some of the options available to the County. He distributed a list of "Acceptable Duties for the Aging Director Position and Placement of the Aging Unit." He stated that he did not feel the incorporation of the Commission on Aging into the Human Services Department in this instance was a good idea.

Public Input: Several members of the public then spoke out against the proposal to incorporate the Commission on Aging into the Human Services Department. The speakers felt the Commission was more attuned to their needs and much more consumer-friendly. They were adamant that the Commission on Aging was more able to work with them to meet their needs than the Human Services Department.

Discuss Reorganization of Human Services & Commission on Aging Departments: The Commission Members agreed with the members of the public who spoke against the move.

Other Business: There will be a meeting to assist in the development of the Taylor County Coordinated Public Transit-Human Services Transportation Plan. The meeting will be at the Multi-Purpose Building on Monday, November 11, 2013 at 1:30 P.M.

Set Next Meeting Date: The next meeting date and time will be determined at a later date.

Adjourn to Combined Meeting of Taylor County Commission on Aging & the Taylor County Human Services Board: With no further business, Ager moved to adjourn; Peterson seconded. All Ayes. The meeting was adjourned at 10:30 A.M.

Handouts: Minutes of the October 15, 2013 Taylor County Commission on Aging meeting; October 2013 Director's Expense Report; September 2013 Commission on Aging Monthly Expenditures; Approved (October 15, 2013) Job Description for the Commission on Aging Director; Job Description for the Commission on Aging Director as proposed by the Human Services Director; "Key Considerations for Possible Human Services and Commission on Aging Redesign"; "Acceptable Duties for the Aging Director Position and Placement of the Aging Unit"; letter from the Northwest Regional Planning Commission inviting members to the meeting on the development of the Taylor County Coordinated Public Transit-Human Services Transportation Plan.

TAYLOR COUNTY COMMISSION ON AGING
Tuesday, October 15, 2013 – 9:30 A.M.
Multi-Purpose Room

Members Present: Agen, Albrecht, Bix, Dubiak, Jochimsen, Madlon, Peterson, Thums, Troyk

Members Absent: None

Call Meeting to Order: Chair Albrecht called the meeting to order at 9:30 A.M. Also present was Diane Niggemann, Director, Taylor County Commission on Aging.

Approve Minutes of the October 2, 2013 Meeting: Troyk moved to approve the minutes of the October 2, 2013 Commission on Aging meeting; Dubiak seconded. All Ayes. Motion Carried.

Approve Agenda: Bix moved to approve the agenda with ten items; Troyk seconded. All Ayes. Motion Carried.

Public Input: There was none.

Approve Request to Fill Vacancy of the Commission on Aging Director: Director Niggemann announced that she will be retiring as of December 13, 2013. The Commission Members thanked Niggemann for her 35 years of service to the older citizens of Taylor County and stated that her presence would be solely missed. Troyk then moved to request that the position of Commission on Aging Director be filled and that the individual be hired as soon as possible so that Niggemann could help in the transition. Agen seconded. All Ayes. Motion Carried.

Review & Approve Updated Job Description for Commission on Aging Director: The Commission then reviewed the old job description for the Director position. After discussion, Bix moved to amend the job description, approve it as amended, and send it to the Taylor County Personnel Committee for final approval. Troyk seconded. Vote: 8-1 (Thums). Motion Carried. (NOTE: Thums stated that he could not vote for the job description because the final edits were not made in print before the vote.)

Director's Report: Black River Industries has notified Director Niggemann that as of December 1, 2013 they will no longer provide home-delivered meal service to the Lublin area. It is not cost effective for them to continue to do so. Niggemann stated that she will talk with the Gilman meal provider and see if they will provide the service. Black River Industries also notified Niggemann that they will no longer provide printing or mail labeling services; they will, however, continue to provide collating and first class bulk mailing services. This is disappointing since the cost of them printing the Commission on Aging newsletter was much lower than if the Commission did it.

Other Business: There was no other business.

Set Next Meeting Date: The next meeting of the Taylor County Commission on Aging will be Wednesday, November 6, 2013 at 10:00 A.M. It will take place in Goodrich and be followed by a Nutrition Council meeting.

Adjourn Meeting: With no further business, Bix moved to adjourn; Thums seconded. All Ayes. The meeting was adjourned at 10:28 A.M.

Handouts: Minutes of the Taylor County Commission on Aging meeting of October 2, 2013; Job Description of the Commission on Aging Director.

TAYLOR COUNTY COMMISSION ON AGING
Wednesday, October 2, 2013 – 9:30 A.M.
Multi-Purpose Room, 845 East Broadway, Medford, Wisconsin

Members Present: Agen, Albrecht, Bix, Dubiak, Jochimsen, Madlon, Peterson, Thums, Troyk

Members Absent: None

Call Meeting to Order: Chair Albrecht called the meeting to order at 9:32 A.M. Also present was Diane Niggemann, Director, Taylor County Commission on Aging.

Approve Minutes of the September 4, 2013 Commission on Aging Meeting: Agen moved to approve the minutes of the September 4, 2013 Commission on Aging meeting; Peterson seconded. All Ayes. Motion Carried.

Approve Agenda: Thums moved to approve the agenda with thirteen items; Bix seconded. All Ayes. Motion Carried.

Public Input: There was none.

2014 Budget: Niggemann reported that the Budget Review Committee approved the 2014 Commission on Aging Budget as proposed. She thanked Larry Brandl, Taylor County Accountant, for his assistance in presenting the budget. The entire proposed Taylor County Budget now goes to the full Taylor County Board of Supervisors for final approval.

Job & Wage Reclassification: The reclassification has been completed. The Personnel Committee is meeting today (October 2, 2014) to determine what procedure should be followed on wages in light of the various reclassifications.

Transportation Coordination Five-Year Plan/Northwest Regional Planning Commission: The North West Regional Planning Commission is holding a public hearing to determine how to improve transportation in Taylor County. The meeting will be November 11, 2014 at 1:00 P.M. in the Multi-Purpose Room.

Approve Applying for Memorial Member Association Grant for "Meals That Heal": The Commission on Aging is requesting a grant of \$5,000 from the Memorial Member Association to cover the cost of Meals That Heal in 2014. This program provides two frozen meals to all patients as they are discharged from the Memorial Health Center so that they have prepared meals to eat immediately when they get home from the hospital. Troyk moved to approve the application for a \$5,000 grant from the Memorial Member Association for Meals That Heal; Bix seconded. All Ayes. Motion Carried.

Director's Report: Eleven people are enrolled in the Chronic Disease class, seven people in the Stepping On program in Gilman; and a total of 98 people are enrolled in the Strong Women/Strong Bones classes in Taylor County. The Commission on Aging has received an additional \$4,672 through the Older Americans Act to cover expenses this year. This brings the total received through that Act to \$190,113 for 2013. However, cuts are coming in 2014. The Greater Wisconsin Agency on Aging Resources (G.W.A.A.R.) is recommending advocacy against the Medicaid Estate Recovery plan recently adopted in the State of Wisconsin. Seven counties in North East Wisconsin have requested entry into the Family Care program, and a fiscal study shows that this would be cost effective for the State. The Senior Health Fair will be held October 25, 2013 at the Medford Area Senior High School. A "Silver Alert" bill, similar to the Amber Alert, is being proposed for elderly individuals with dementia.

Review & Approve Monthly Director's & Other Monthly Expenditures: Bix moved to approve Director's Expenses for September 2013 in the amount of \$84.15 and Commission on Aging Other Monthly Expenditures for August 2013 in the amount of \$ 29,466.66. Madlon seconded. All Ayes. Motion Carried.

Other Business: The Aging & Disability Resource Center of the Northwoods (ADRC-NW) established their 2013 budget based on a projected 32% Time Reporting standard. So far this year, the time report is over 38%; and in July 2013 it was over 41%. The Board is now considering getting Board Members iPads to eliminate excess printing of Board materials and to allow Members to have all records, minutes, proposals, and the like in one place. As of January 1, 2014, all Board Members will have their per diems and mileage paid by the ADRC-NW. In the past, the individual counties and tribes paid their representatives' per diems and mileage. The demand for Disability Benefit Specialist services in Taylor County has increased to such an extent that consideration is being given to hiring a part-time Disability Benefit Specialist just for Taylor County.

Set Next Meeting Date: The next meeting of the Taylor County Commission on Aging will be held on November 6, 2013 at the Goodrich Nutrition Site. It will start at 10:00 A.M. and will be held in conjunction with the Taylor County Nutrition Council.

Adjourn Meeting: Troyk moved to adjourn; Bix seconded. All Ayes. The meeting was adjourned at 10:44 A.M.

Handouts: Minutes of the September 4, 2013 Taylor County Commission on Aging meeting; "Grade Order Listing without Wages", September 2013 Director's Expense Report; August 2013 Commission on Aging Monthly Expenditures; October 2013 Taylor County Commission on Aging Newsletter.

TAYLOR COUNTY COMMISSION ON AGING
Wednesday, September 4, 2013 – 9:30 A.M.
Multi-Purpose Room

Members Present: Agen, Bix, Dubiak, Jochimsen, Madlon, Peterson, Thums, Troyk

Members Absent: Albrecht (excused)

Call to Order: In the absence of Chair Albrecht, Commission Member Thums called the meeting to order at 9:30 A.M. Also present were Stacy Reich of Black River Industries (BRI) and Diane Niggemann, Taylor County Commission on Aging Director.

Approve Minutes of the August 6, 2013 Meeting: Troyk moved to approve the minutes of the August 6, 2013 Commission on Aging meeting; Agen seconded. All Ayes. Motion Carried.

Approve Agenda: Bix moved to approve the agenda with ten items; Dubiak seconded. All Ayes. Motion Carried.

Public Input: Reich reported that Black River Industries will be getting a new bus in November. BRI will be having a picnic for its 40th anniversary celebration on September 17th.

Review & Approve 2014 Budget: Niggemann distributed Revenue & Expenditure Budget Worksheets for both the Commission on Aging and the Nutrition Fund. The total projected budget is \$479,679 which will include an additional \$22,564 from tax levy. At a previous meeting, County Accountant Brandl recommended that Niggemann ask the County for an additional \$20,000. He further stated that he believed the Commission on Aging programs to be so important that he would support this request. After review, Troyk moved to approve the budget request and send it to the Budget Review Committee with a positive recommendation. Bix seconded the motion. All Ayes. Motion Carried.

Director's Report: Stepping On, a falls prevention class, will start in Gilman this month with fifteen attendees. Medford will have a similar class in January. A Living with Chronic Disease class will be held in Medford in October. If individual meal site numbers get too low, the Site Manager's hours will have to be cut; meals for carryout would still be delivered to the sites. Niggemann will be negotiating with The Other Corner to reduce the cost of delivering congregate meals to Rib Lake. Meals at Westboro, Goodrich, and Rib Lake start at 11:30. Niggemann would like to have Medford start at that time also; currently Medford starts at 12:00 Noon. This would reduce the number of hours the Site Manager has to work, thus reducing costs. Exercise and yoga classes in Medford would also have to start one-half hour earlier.

Review & Approve Monthly Director's & Other Monthly Expenditures: After review, Bix moved to approve Director's Expenses in the amount of \$110.31 and Commission on Aging Monthly Expenditures in the amount of \$28,602.59. Madlon seconded. All Ayes. Motion Carried.

Other Business: Bix gave a brief report on the Aging & Disability Resource Center of the Northwoods (ADRC-NW). The ADRC-NW budget requires Time Reporting to be at 32%; it has been over 36% since the beginning of the year. Their budget process for 2014 will begin this month. Of the 41 ADRCs in the State of Wisconsin, the ADRC-NW ranks #10 in terms of clients provided information and assistance.

Set Next Meeting Date: The next meeting of the Taylor County Commission on Aging will be Wednesday, October 2, 2013 at 9:30 A.M. It will be held in Medford at the Multi-Purpose Room.

Adjournment: With no further business, Bix moved to adjourn; Agen seconded. All Ayes. Motion Carried. The meeting was adjourned at 11:00 A.M.

Handouts: Minutes of the August 6, 2013 Commission on Aging meeting; Commission on Aging Revenue Budget Worksheet; Commission on Aging Expenditure Budget Worksheet; Nutrition Fund Revenue Budget Worksheet; Nutrition Fund Expenditure Budget Worksheet; 2014 Anticipated Revenue synopsis; 2014 Anticipated Expenditure synopsis; August 2013 Director's Expense Report; July-August 2013 Commission on Aging Monthly Expenditures; September 2013 Commission on Aging Monthly Newsletter; "People with Medicare and the Health Insurance Marketplace".

TAYLOR COUNTY COMMISSION ON AGING

Tuesday, August 6, 2013 – 9:30 A.M.

Westboro Senior Dining Site – N8835 Business Highway 13, Westboro, Wisconsin

Members Present: Agen, Albrecht, Bix, Dubiak, Jochimsen, Madlon, Peterson, Thums, Troyk

Members Absent: None

Call Meeting to Order: Chair Albrecht called the meeting to order at 9:30 A.M. Also present were Stacy Reich of Black River Industries and Diane Niggemann, Taylor County Commission on Aging Director.

Approve Minutes of the June 5, 2013 Meeting: Troyk moved to approve the minutes of the June 5, 2013 Commission on Aging meeting; Agen seconded. All Ayes. Motion Carried.

Approve Agenda: Peterson moved to approve the agenda with thirteen items; Bix seconded. All Ayes. Motion Carried.

Public Input: Reich reported that their rescheduled golf outing had 22 teams and was a fundraising success. The motor on their recently ordered bus is backordered, so there may be some delay in getting it.

Approve Weathershield LITE Foundation Grant Request for "Meals That Heal": The Meals That Heal program is designed to provide two frozen meals for every patient discharged from the Memorial Health Center. Niggemann asked that the Commission authorize her request for \$1,000 in grant funds from the Weathershield LITE Foundation for this program. Thums moved to authorize Niggemann to apply for a \$1,000 grant from the Weathershield LITE Foundation for the Meals That Heal program; Bix seconded. All Ayes. Motion Carried.

Act on Increasing Suggested Meal Donations to \$3.75 or \$4.00: Federal funds for Title III programs are being reduced. Therefore, the Commission is facing deficits in funding of the congregate and home-delivered meal programs. It has been five years since the last increase in suggested donations for these meals. After discussion, Agen moved to increase the suggested meal donation from \$3.50 to \$3.75/meal. The motion died for lack of a second. Troyk moved to increase the suggested meal donation from \$3.50 to \$4.00/meal; Jochimsen seconded. Eight Commission Members voted eye; Agen voted no. Motion Carried.

2014 Budget: Niggemann will be making her budget presentation to the Commission at the September meeting. However, reductions in Title III funds are now known. They include: Title III B Supportive Services, a reduction of \$1,436 to \$29,697; Title III C-1 Congregate Meals, a reduction of \$2,988 to \$80,150; Title III C-2 Home Delivered Meals, a reduction of \$1,636 to \$16,960; Title III D Preventive Health, a reduction of \$288 to \$2,295; Title III E National Family Caregivers Support Program (NFCSP), a reduction of \$1,564 to \$10,496. These cuts total \$7,912. Larry Brandl of the Taylor County Accounting Department has recommended that Niggemann request an additional \$20,000 from the Budget Review Committee for overall 2014 operations. He said he will support that request because the Title III programs, as well as other Commission on Aging programs, are so important to Taylor County's aging population.

Review & Possible Action on Requests for Proposals (RFPs) for Meal Contracts for 2014: The Gilman IGA proposes \$6.25/meal with no delivery charge; BRI proposes \$6.12/meal but with a delivery charge of \$43/day. Jump River proposes \$6.00/meal compared with BRI's proposal of \$6.12/meal plus \$21.50/day delivery charge. (There

would be no delivery charge for Jump River if BRI can drop the Jump River meals at Gilman.) The Other Corner, a local business in Westboro, proposes \$6.00/meal for both Westboro and Rib Lake; however, there would be a \$1.00/meal delivery charge for Rib Lake. Again, BRI proposes \$6.12/meal with a \$48.13/day total delivery charge for Westboro and Rib Lake. BRI was the only vendor bidding for Medford and Goodrich. Bix moved to accept the following: The Gilman IGA bid of \$6.25/meal with no delivery charge to the Gilman Senior Site; Jump River's bid of \$6.00/meal with no delivery charge; The Other Corner's bid of \$6.00/meal with no delivery charge for the Westboro Senior site; The Other Corner's bid of \$6.00/meal with a \$1.00/meal delivery charge for Rib Lake; Black River Industries' bid of \$6.12/meal plus a delivery charge of \$48.53/day delivery charge (including Meals on Wheels) for the Medford Senior Site and a bid of \$6.12/meal plus \$33.74/day delivery charge for the Goodrich Site. Troyk seconded. All Ayes. Motion Carried. The Commission requested that Niggemann try to negotiate a lower delivery charge for the Rib Lake meals. She will also need to work on negotiating the Lublin home-delivered meal costs.

Director's Report: The Caregivers' Conference had over 140 attendees. Price County may not be able to cover their half of the costs in the future. Thus Niggemann is thinking of charging vendors for attending the conference but not caregivers. The Senior Health Fair is scheduled for October 25, 2013. Farmer's Market coupons have been given out to 117 people. MTM is replacing Logisticare as the transportation provider for the State of Wisconsin. Falls Prevention and Stepping On programs are being organized for fall.

Review & Approve May & June Director's and Other Monthly Expenditures: After review, Dubiak moved to approve June 2013 Director's Expenses of \$115.05, July Director Expenses of \$133.34, COA Monthly Expenditures for May, June, and July of \$63,073.46. Agen seconded. All Ayes. Motion Carried.

Other Business: There was no other business.

Set Next Meeting Date: The next meeting of the Taylor County Commission on Aging will be in Medford on Wednesday, September 4, 2013 at 9:30 A.M.

Adjournment: With no further business, Bix moved to adjourn; Thums seconded. All Ayes. The meeting was adjourned at 10:59 A.M.

Handouts: June 5, 2013 Commission on Aging minutes; list of Title III budget cuts; June 2013 Director's Expense Report; July 2013 Director's Expense Report; COA Monthly Expenditures for May, June, and July; "FAQ: Medicare Beneficiaries May See Increased Access to Physical Therapy or Some Other Services"; "FAQ: Health Care Marketplace Navigators"; "Changes on the Way for Medicaid Estate Recovery"; "Will Medicaid Recipients Ever be Able to Sell Their Homes Under Wisconsin's New Budget Law?"; "Does Wisconsin's New Medicaid Law Mean the End of the Family Farm and Business?"; July Commission on Aging Newsletter; August Commission on Aging Newsletter.

TAYLOR COUNTY COMMISSION ON AGING
Wednesday, June 5, 2013 – 9:30 A.M.
Multipurpose Room – 845 East Broadway, Medford, WI 54451

Members Present: Agen, Albrecht, Bix, Dubiak, Jochimsen, Madlon, Peterson, Thums
Troyk

Members Absent: None

Call to Order: Vice-Chair Thums called the meeting to order at 9:30 A.M. Chair Albrecht arrived at 9:03. Also present were Stacy Reich of Black River Industries and Diane Niggemann, Director, Taylor County Commission on Aging.

Approve Minutes of the May 1, 2013 Meeting: Agen moved to approve the minutes of the May 1, 2013 Commission on Aging meeting; Dubiak seconded. All Ayes. Motion Carried.

Approve Agenda: Bix moved to approve the agenda with fourteen items; Troyk seconded. All Ayes. Motion Carried.

Public Input: Reich reported that all the slots for their fundraising golf tournament are filled, and there are even 1-2 teams on the waiting list. Their request for funds from United Way has been approved; now they are awaiting information on the amount they will receive. They applied for \$10,000.

Review of Year-End Financial Reports – Larry Brandl: In 2010, The Nutrition Program had a surplus of \$8,624.83; in 2011, the surplus was \$4,070.87; in 2012, the surplus had turned to a deficit of \$20,497.91. Monies from the Fund Balance were used to offset this deficit. However, the Fund Balance has been steadily decreasing: \$102,420.17 at the end of 2011 to \$81,922.26 at the end of 2012. Of this, \$32,078.12 is designated for Care Call, leaving an undesignated Fund Balance of \$49,844.10. This is 9.7% of the 2013 budget; between 8-12% is ideal. Brandl feels that the County must kick in more tax levy funds to provide for these programs which he feels are very beneficial to the citizens of Taylor County. He feels \$20,000 in tax levy for this program would be adequate for 2014. He stated that he will support this request from the Commission on Aging, calling the \$20,000 not that much in "the scheme of things" with the overall County budget. The demographics in the county have changed, and older people need more services. In 2010, the Commission on Aging operations resulted in a surplus of \$3,652.30; in 2011, the surplus had changed to a deficit of \$5,125.48, and by 2012 the deficit had increased to \$19,702.00. The trend is definitely in the direction of expenditures outpacing revenues, and this trend will continue for the foreseeable future.

Classification & Compensation Study: Niggemann reported that the county has contracted with a private company to do a classification and compensation study. The work the employees and supervisors have to do to get all the data to the company is very time-consuming. The goal is to reduce the number of job classifications used by the county and streamline operations. No one will lose wages because of this study, but some employees may not get increases until their wages fall in line with standards. The study should be finished by August.

ADRC Update: All counties in the state are now in ADRCs, and there are 41 of ADRCs in the state. Bix reported on a recent conference that was very well presented. The ADRC of the Northwoods is currently about 4.5% ahead of budget revenue projections for the year.

New Non-Emergency Medical Transportation Manager: Medical Transportation Management (MTM) will be replacing Logisticare as the non-emergency transportation

provider. The same telephone numbers will be used, and an outside complaint number will be provided.

Food Contracts for 2014: Niggemann will start sending out Requests for Proposals (RFPs) to companies interested in bidding for the provision of senior meals. Bid opening should take place at the August Commission meeting.

Director's Report: 1) Director Niggemann attended a conference on hearing loss, the purchase of hearing aids, and the use of hearing loops. These loops allow microphone and television speaker sound signals to transfer to hearing aids and cochlear implants. This allows the hearing-impaired to hear in larger, more open settings such as churches, public buildings, and concert halls. 2) Senior Farmers' Market Nutrition Program vouchers of \$25 each will be distributed starting June 6th. 3) A new program, Focus on Furnace, allows up to \$1500 in cash back rewards for the purchase of energy-efficient furnaces. 4) The 2013 Caregiver Conference with Teepa Snow will be Friday, June 14th. 5) The summer Stepping on Program has been cancelled due to lack of enrollment. A fall program in Gilman is being organized.

Review & Approve Director's & Commission on Aging Expenditures: Troyk moved to approve \$140.14 in May Director's Expenses and \$26,026.23 in Commission on Aging Expenditures for the month of April 2013. Peterson seconded. All Ayes. Motion Carried.

Other Business: There are still some issues with the Gilman meal deliveries and not enough time to make all the deliveries. This will be addressed at a later date.

Set Next Meeting(s) Date: The next meeting of the Taylor County Commission on Aging will be Wednesday, July 3, 2013 in Medford. The August meeting will be August 6, 2013 in Westboro.

Adjournment: With no further business, Bix moved to adjourn; Troyk seconded. All Ayes. The meeting was adjourned at 10:58 A.M.

Handouts: Minutes of the May 1, 2013 Commission on Aging meeting; 2012 Nutrition Program Result; 2012 Commission on Aging Results; Wisconsin ADRC Timeline; Non-Emergency Transportation Fact Sheet; "Purchasing a Hearing Aid – A Consumer Checklist"; "A Baker's Dozen Frequently Asked Questions about Hearing Loops"; May 2013 Director's Expense Report; Commission on Aging Expenditures for April 2013; June Commission on Aging Newsletter.

TAYLOR COUNTY COMMISSION ON AGING
Wednesday, May 1, 2013 – 10:00 A.M.
Gilman Senior Center, 4th & Main Streets, Gilman, Wisconsin

Members Present: Agen, Albrecht, Bix, Dubiak, Madlon, Peterson, Thums, Troyk

Member Absent: Jochimsen (excused)

Call Meeting to Order: Chair Albrecht called the meeting to order at 10:03 A.M. Also present were Diane Niggemann, Director, Taylor County Commission on Aging, and Stacey Reich of Black River Industries. Present for a portion of the meeting were Gertrude Pinkert and Eileen Roback.

Approve Minutes of the April 3, 2013 Commission on Aging Meeting: Troyk moved to approve the minutes of the April 3, 2013 Commission on Aging meeting; Thums seconded. All Ayes. Motion Carried.

Approve Agenda: Thums moved to approve the agenda with twelve items; Bix seconded. All Ayes. Motion Carried.

Public Input: Reich reported that Black River Industries is getting one new bus this year and two next year under a 5310 grant.

Reduction in Older American Act (OAA) & State Funding: The Commission on Aging will receive a 4.5% (\$6,950) reduction in funds from the Older Americans Act and an additional 5% reduction in federal funds due to sequester cuts. If the State of Wisconsin decides to hold counties harmless in this matter, the State would have to allocate approximately \$1,760,000. Unfortunately, if the cuts go through without this funding, the home-delivered meal funding would be hardest hit.

Review Meal Site Cost Comparison for 2012: The Commission then reviewed the average per-meal cost figures for 2012. Per-meal costs at the congregate sites were: Medford \$11.10; Stetsonville \$13.66; Rib Lake \$10.46; Westboro \$9.47; Goodrich \$8.21; Gilman \$11.31; Jump River \$6.74; Lublin – does not have congregate meals. Per-meal costs for home-delivered meals were: Medford \$6.97; Stetsonville 4.84; Rib Lake \$7.76; Westboro \$9.38; Goodrich –does not home-deliver meals; Gilman \$5.83; Jump River - does not home-deliver meals; Lublin \$8.21.

ADRC Update: Forest County received approximately \$29,000 in federal funding because its Elder Benefit Specialist is eligible for 100% time reporting. Next year Oneida County and Vilas County will receive funding through the same program. Taylor County is not eligible for this funding. The ADRC Conference will be held in Green Bay May 13 – 15. Several of the ADRC Specialists will take their Alliance of Information & Referral Systems (AIRS) test at that time.

Director's Report: The May Chat & Snack topic will be "Protecting Your Money". The usual bus trips will be supplemented with a trip to the Tropical Gardens Greenhouse in Mosinee. The AARP Driver Safety Course will be held May 15. The 2013 Caregiver Conference will be held in Ogema on Friday, June 14; the Final Affairs Seminar will be Wednesday, May 8; and "Put Life Back in Your Life" (a workshop on living with ongoing health conditions) will be on Thursdays, starting May 30 and running through July 11.

Review & Approve Director's & Other Monthly Expenditures: Bix moved to approve \$147.27 in April Director's Expenses and \$23,713.36 in March-April Commission on Aging Monthly Expenditures. Troyk seconded. All Ayes. Motion Carried.

Other Business: The Gilman meal site is doing well after a local business took over providing meals. Numbers remain steady.

Set Next Meeting Date & Time: The next meeting of the Taylor County Commission on Aging will be Wednesday, June 5, 2013 at 9:30 A.M.

Adjournment: With no further business, Bix moved to adjourn; Thums seconded. All Ayes. The meeting was adjourned at 11:14 A.M.

Handouts: Taylor County Commission on Aging minutes for April 3, 2013; April 2013 bulletin from the Aging & Disability Professionals Association of Wisconsin; Title III – Older Americans Act - Change in Funding from 2012 to 2013; 2012 Average Cost Per Dining site & Home Delivered Meals; April 2013 Director’s Expense Report; March-April 2013 Commission on Aging Monthly Expenditures; Aging Network Acronyms; Taylor County Commission on Aging May Newsletter.

TAYLOR COUNTY COMMISSION ON AGING
Multi-Purpose Building
Wednesday, April 3, 2013 -9:30 A.M.

Members Present: Agen, Albrecht, Bix, Dubiak, Jochimsen, Madlon, Peterson, Thums, Troyk

Members Absent: None

Call to Order: Chair Albrecht called the meeting to order at 9:30 A.M. Also present were Stacey Reich of Black River Industries and Diane Niggemann, Director of the Taylor County Commission on Aging. Sue Nuernberger and Kris McMurray, ADRC Specialists, were present for a portion of the meeting.

Approve Minutes of the March 6, 2013 Meeting: Agen moved to approve the minutes of the March 6, 2013 Commission on Aging meeting; Thums seconded. All Ayes. Motion Carried.

Approve Agenda: Bix moved to approve the agenda with twelve items; Dubiak seconded. All Ayes. Motion Carried.

Public Input: Reich reported that Paul Thornton, Executive Director of Black River Industries, is receiving the Lifetime Achievement Award from the Medford Area Chamber of Commerce.

ADRC Update – Kris McMurray & Sue Nuernberger: McMurray and Nuernberger, Aging Disability Resource Center of the Northwoods (ADRC-NW) Medford Satellite Office Specialists, reported that they are working on Options Counseling which is designed to assist individuals who are able to pay for their own services and care, Functional Screens which are used to determine eligibility for public funding, and a presentation on Living Well with Chronic Conditions which is designed for people with illnesses that require ongoing care. Since October 2012, a total of 1,063 people contacted the ADRC-NW for information and assistance; this resulted in 4,351 total contacts including follow-up to ensure that the consumers received all the assistance they required. This month both I & A Specialists will be going to each meal site in Taylor County to let people at those locations know of the services that are available.

Approve United Way Application: Last Year the Commission on Aging received a grant of \$5,000 from United Way to help fund home-delivered meals. Director Niggemann asked the Commission to approve an application for \$5,000 this year for the same purpose. Troyk moved to approve the application for \$5,000 from United Way to help fund home-delivered meals; Madlon seconded. All Ayes. Motion Carried.

Review Year-End Financial Statements: The commission reviewed the year-end financial report. This report covered 3B funds, evidence-based programs, the Elder Benefit Specialist position, senior community services, the congregate meal program; the home-delivered meal program; the family caregiver support program; the care call emergency response system, and the Weathershield LITE Foundation funding. Although all programs did well in 2012, State funding is projected to be cut by approximately \$4,200; and this will impact some programs negatively.

Director's Report: Niggemann is working on setting up county-wide workshops for Powerful Tools for Caregivers and Stepping On. These are all evidence-based presentations. On June 14, Teepa Snow will be giving her excellent presentation on Alzheimer's disease. It was originally thought that the Senior Farmer's Market program would not happen this year; however, it now appears that 117 vouchers will be available for Taylor County.

Review & Approve Director's and Other Monthly Expenditures: Bix moved to approve Director's Expenses for March of \$53.96 and Commission on Aging Monthly Expenditures of \$27,390.58 for February; Thums seconded. All Ayes. Motion Carried.

Other Business: A brochure entitled "Communicating with your Legislator" from the Northern Area Agency on Aging was distributed.

Set Next Meeting Date: The next meeting of the Taylor County Commission on Aging will be Wednesday, May 1, 2013 at the Gilman Senior Center. The Nutrition Council will be meeting immediately afterwards.

Adjournment: With no further business, Bix moved to adjourn; Thums seconded. All Ayes. The meeting was adjourned at 10:51 A.M.

Handouts: Taylor County Commission on Aging meeting minutes of March 6, 2013; Director's Expense Report of March 2013; COA Monthly Expenditures for February 2013; "Budget/Expenses/Cash Balances for the period ending December 31, 2012"; "Communicating with your Legislator"; email from Deb Mould on projected cuts in State funding for 2013; Taylor County April 2013 Newsletter; ADRC-NW brochure.

TAYLOR COUNTY COMMISSION ON AGING
Wednesday, March 6, 2013 – 9:30 A.M.
Multi-Purpose Building

Members Present: Agen, Albrecht, Bix, Dubiak, Jochimsen, Madlon, Peterson, Thums, Troyk

Members Absent: None

Call to Order: Chair Albrecht called the meeting to order at 9:30 A.M. Also present were Stacey Reich of Black River Industries and Diane Niggemann, Director, Taylor County Commission on Aging.

Approve Minutes of the February 7, 2013 Meeting: Troyk moved to approve the minutes of the February 7, 2013 meeting; Peterson seconded. All Ayes. Motion Carried.

Approve Agenda: Dubiak moved to approve the agenda with thirteen items; Agen seconded. All Ayes. Motion Carried.

Public Input: Reich reported that Black River Industries has submitted its 5310 grant application for three buses.

Elder Benefit Specialist Year-End Report – Ruth Anne Pipkorn: Pipkorn reported that her position is designed to help Taylor County residents with whatever problems they have working with the Northern Income Maintenance Consortium, as well as providing help with food share, transportation, Medicare Part D, insurance issues, emergency response systems, Senior Care applications, Homestead Tax forms, and other items that present themselves. She reported 430 unduplicated contacts in 2012. State-wide Elder Benefit Specialists' contacts with customers were up 20% in 2012 over 2011. People seem to be very happy with this service since 99.9% say they would recommend the service to others.

Review Year-End Statistical Reports: The Commission reviewed statistics showing unduplicated individuals served in the areas of the elder benefit specialist, bus transportation, emergency response systems, congregate and home-delivered meals, COP meals, Meals That Heal, nail care, the newsletter for older adults, the newsletter for caregivers, nutritional supplements, senior fitness classes, and the Senior Health Fair. The statistics also reported on classes such as: Healthy Eating for Older Adults, Final Affairs, Stepping On, and Taking Care of You. Niggemann reported that one of her goals for this year is to have the various classes offered at sites all over the county, rather than just in Medford.

Review/Approve Self-Assessment: The Commission reviewed the "Bureau of Aging & Disability Resources 2012 Aging Unit Self-Assessment" which is due March 15, 2013. After discussion, Bix moved to approve the Self-Assessment; Troyk seconded. All Ayes. Motion Carried.

ADRC Report/ADRC Conference: Bix reported that the 100% time reporting that must be at 28% in order to meet budget requirements is at 34% and rising on a monthly basis. This means more money will be available for programming. The 2013 budget is set at \$1,300,000. Last year, a surplus of approximately \$250,000 was realized. A request to carryover \$240,000 has been submitted to the Office on Resource Center Development. So far, approximately \$140,000 has been approved. The remaining requested funds should be approved once the first quarter figures are tabulated. Part of these requested funds would include a part-time receptionist in Medford. It is hoped that Taylor County will provide funding for the remaining portion of the position. The marketing program is starting slowly because the telephone system is still having problems. However, even with that problem,

the ADRC-NW ranks 10th in the State in the total number of contacts made. This demonstrates a real need for these services. An ADRC Conference will be held in Green Bay May 13-15.

Director's Report: The Gilman meal site is doing very well since the transition to the IGA for food preparation. Marcie Boie, the site manager, was given an extra hour in order to get all her work done. A review of statistics for the various meal site locations shows that the bulk of the congregate attendees are in the 75-years-of-age-and-older group with that group having double the number of attendees than the under-75 group. Over a third of these people are living in poverty, showing the importance of this program to our older, less affluent population. A six-week class "Taking Care of You" for caregivers will start on Thursday, March 21st. The Volunteer Recognition Banquet will be held in Jump River on May 10th. Requests for Proposals for meals, both congregate and meals on wheels, will be accepted through June 13th. Logisticare will no longer be providing transportation services once a new company is contracted.

Review & Approve Director's & Other Monthly Expenditures: After review, Bix moved to approve Director's Expenses of \$119.07 and Commission On Aging Monthly Expenditures of \$27, 245.36. Thums seconded. All Ayes. Motion Carried.

Other Business: There was no other business discussed.

Set Next Meeting Date & Time: The April meeting of the Taylor County Commission On Aging will be Wednesday, April 3, 2013 at 9:30 A.M.

Adjourn Meeting: With no further business, Troyk moved to adjourn; Bix seconded. All Ayes. Motion Carried.

Handouts: Minutes of the February 7, 2013 Commission On Aging meeting; Taylor County Commission On Aging 2012 Program Summary; Bureau of Aging & Disability Resource 2012 Aging Unit Self-Assessment; SAMS Service Delivery Profiles; February 2013 Director's Expense Report; January 2013 Commission On Aging Monthly Expenditures; Taylor County Commission On Aging March 2013 Newsletter.

TAYLOR COUNTY COMMISSION ON AGING
Thursday, February 7, 2013 – 10:00 A.M.
Jump River Community Center, Jump River, Wisconsin

Members Present: Agen, Albrecht, Bix, Dubiak, Jochimsen, Madlon, Peterson, Thums, Troyk

Members Absent: None

Call Meeting to Order: Chair Albrecht called the meeting to order at 10:00 A.M. Also present were Stacey Reich, Black River Industries, and Diane Niggemann, Commission on Aging Director.

Approve Minutes of the December 5, 2012 Meeting: Dubiak moved to approve the minutes of the December 5, 2012 meeting; Agen seconded. All Ayes. Motion Carried.

Approve Agenda: Thums moved to approve the agenda with twelve items; Bix seconded. All Ayes. Motion Carried.

Public Input: Reich reported that Black River Industries is applying for three twelve-passenger buses from 5310 grant monies. In the future, it may be harder to receive funding for these bus purchases because the 2/3 funds currently allotted to rural communities will be reduced to 1/3. Urban areas will then be eligible for the other 2/3 funding.

Review/Update Commission on Aging Mission Statement: The old Mission Statement was developed many years ago. A new, more pertinent one is being proposed: The Taylor County Commission on Aging works to preserve and enrich the quality of life for older people, to ensure they have access to available services and programs, to provide leadership in planning activities to enhance the role of older people, and to advocate for the betterment of the lives of older citizens. Peterson moved to approve the new Taylor County Commission on Aging Mission Statement; Agen seconded. All Ayes. Motion Carried.

Approve Black River Industries 5310 Grant Application for Purchase of 3 Buses: Troyk moved to approve the Black River Industries 5310 grant application for three buses, each of which will have ten ambulatory seats and two wheel chair accessible slots. Bix seconded. All Ayes. Motion Carried.

Update on Gilman Nutrition Site: Agen reported that things are going very well. The new menus have been well received, and the attendees are pleased with the food and the service. It was generally felt that the fact the Commission is able to support a local Gilman business is a very good thing.

ADRC Update: Bix reported that the ADRC-NW originally developed its budget based on a 100% time reporting percentage of 28. For 2013, the ADRC-NW will use a figure of 32% because of its success with time reporting and the capture of federal funds in 2012. In fact, so far this year, the figure is 33.84%. The two ADRC Specialists in Medford are actually around 40%, which is excellent. Because of the rolling start to the various satellite offices, there will be a budget surplus of \$240,000-250,000 for 2012. The ADRC-NW is requesting that a significant portion of those funds be carried over into 2013 for the purpose of retirement contributions, additional services, and supplemental equipment. One of the items being considered is a part-time receptionist for the Medford location. It was hoped that Taylor County would fund the other half of this position with non-tax levy grant funds, but so far that has not been the case.

Review/Approve Director's & Other Monthly Expenditures for November, December & January: After review, Troyk moved to approve Director's Expenses of \$28.62 for December and \$64.68 for January and COA Monthly Expenditures for November-December 2012 of \$58,401.05. Dubiak seconded. All Ayes. Motion Carried.

Other Business: Niggemann reported that Taylor County residents used 92% of their senior farmer's market coupons last year; this is the highest redemption rate in the State of Wisconsin. Director Niggemann then reviewed Title III of the Older Americans Act.

Set Next Meeting Date: The next meeting of the Taylor County Commission on Aging will be Wednesday, March 6, 2013 at 9:30 A.M. It will be held in Medford.

Adjourn Meeting: With no further business, Bix moved to adjourn; Madlon seconded. All Ayes. The meeting was adjourned at 11:09 A.M.

Handouts: Minutes of the December 5, 2012 Commission on Aging meeting; copy of current and proposed (then adopted) Commission on Aging Mission Statement; Director's Expense Reports for December 2012 and January 2013; COA Monthly Expenditures for November-December 2012; Title III of the Older Americans Act; Taylor County Commission on Aging Newsletters for January and February 2013.