

TAYLOR COUNTY COMMISSION ON AGING
Wednesday, December 11, 2019 – 1:00 P.M.
Multi-Purpose Room, 845 E Broadway Ave, Medford, Wisconsin 54451

Members Present: Albrecht, Adams, Campos, Hein, Helmert, Rizzi, Thomsen, Wojcik

Members Absent: Dubiak

Also present: Nathanael Brown, Commission on Aging Director; Michelle Brehm, Commission on Aging Accounting Specialist; Evelyn Hesel, Medford Dining Site Manager, Amber Fallos and Kari Leech, Black River Industries (BRI); Laura Henrichs, Gilman Market, Joan Campos, Val Lekie, Leroy and Mary Spieles, Al and Chris Eldred, members of the public.

Call Meeting to Order: Chairperson Albrecht called the meeting to order at 1:00 P.M.

Approve the Minutes of the November 13, 2019 Meeting: Hein moved to approve the minutes of the Taylor County Commission on Aging meeting of November 13, 2019; second by Helmert. All Ayes. Motion Carried.

Approve the Agenda: Thomsen moved to approve the agenda with thirteen items; second by Wojcik. All Ayes. Motion Carried.

Public Input: Mary Spieles, Leroy Spieles, Al Eldred, Chris Eldred and Lekie voiced concerns regarding using one menu for all Taylor County dining sites prepared by a dietician from the ADRC of Central WI. They stated they are satisfied with meals as they are. Concerns included rural sites having difficulty locating menu items, increased meal costs for providers and meal selection. Director Brown explained federal meal guidelines have changed. One menu written by a registered dietician seemed to be the easiest way to meet the new nutrition requirements. Bid packets included the new requirements.

Helmert suggested moving the public input portion of the agenda later in the agenda so members of the public can hear items discussed before offering input. Helmert also inquired if monthly COA board meetings can be held at senior dining sites. Thomsen suggested the Nutrition Advisory Committee meets quarterly and could update the COA board on their meetings.

Amber Fallos, Black River Industries thanked the committee for supporting the BRI and Taylor County COA transportation program. Safe, dependable transportation has and will continue to be a priority. She stated BRI has worked with Taylor County Commission on Aging as well as other county agencies for over 30 years. They are dedicated to serving seniors and will continue to pilot and grow with county programs in the future.

Request to Rent Medford Senior Dining Center

A request was made to rent the Medford Senior Center for a family gathering on December 21st at the rate of \$100 per day plus security deposit. Campos moved to approve the request, second by Wojcik. All Ayes. Motion Carried.

Review / Approve 2020 County Aging Unit Budget

Director Brown reviewed the 2020 aging unit budget forms. The total 2020 budget including in-kind is \$508,406. Adams moved to approve the 2020 budget, second by Campos. All Ayes. Motion Carried.

Award Contract for Delivering Medford Meals on Wheels in 2020

Director Brown explained the proposal for meal delivery process. Changes to the bid packet include an expanded meal delivery area, delivery completed within a 2-hour timeframe and a hot meal delivered five days per week. No proposals for meal delivery were received. Options to deliver meals were discussed. The projected cost for COA to provide 2 vehicles and home delivered meal drivers is approximately \$20,000 per year. Vehicles would be purchased with fund balance. A letter provided by Black River Industries with a plan to provide meal delivery was read with a projected annual cost of \$25,975.

Following discussion, Adams moved to approve Black River Industries to deliver Medford home delivered meals in 2020, second by Hein. A roll call vote was cast, 6 voting yes, (Adams, Albrecht, Campos, Hein, Rizzi, Wojcik) and 2 abstaining (Helmert, Thomsen). Motion Carried.

Director's Report:

- The meal contract with Black River Industries will end December 20th due to insufficient BRI staff to complete the year. Lynn's Catering will begin providing meals the week of December 23rd.

Review / Approve COA and Director's Monthly Expenditures: After discussion and review, Adams moved to approve November 2019 COA Monthly Expenditures in the amount of \$30,518.20 and Director's October Expenditures in the amount of \$127.24; second by Rizzi. All Ayes. Motion Carried.

Set Next Meeting Date: The next meeting of the Taylor County Commission on Aging will be January 8, 2019, 1:00 P.M. at the Multi-purpose Room in Medford.

Adjourn Meeting: With no further business, Campos moved to adjourn; second by Hein. All Ayes. Motion Carried. Meeting adjourned at 2:17 P.M.

TAYLOR COUNTY COMMISSION ON AGING

Wednesday, November 13, 2019 – 1:00 P.M.

Multi-Purpose Room, 845 E Broadway Ave, Medford, Wisconsin 54451

Members Present: Albrecht, Adams, Campos, Dubiak, Hein, Helmert, Rizzi, Thomsen, Wojcik

Members Absent: None

Also present: Nathanael Brown, Commission on Aging Director; Michelle Brehm, Commission on Aging Accounting Specialist; Evelyn Hesel, Medford Dining Site Manager, Amber Fallos and Kari Leech, Black River Industries (BRI); Lynn Papineau, Lynn's Catering; Leigh Sahlin, Roland McCartney, Richard Pulcher and Ted Drymiller, members of the public.

Call Meeting to Order: Chairperson Albrecht called the meeting to order at 1:00 P.M.

Approve the Minutes of the October 14, 2019 Meeting: Helmert moved to approve the minutes of the Taylor County Commission on Aging meeting of October 14, 2019; second by Dubiak. All Ayes. Motion Carried.

Approve the Agenda: Rizzi moved to approve the agenda with ten items; second by Thomsen. All Ayes. Motion Carried.

Public Input: Amber Fallos, Black River Industries Director reported BRI continues to work to improve bus services. Feedback received indicates riders are enjoying bus transportation. Fallos added BRI is dedicated to serving residents of Taylor County and hope to continue as a Taylor County Commission on Aging meal provider.

Richard Pulcher asked that consideration be given to Gilman Market to continue providing meals to the Gilman area.

Ted Drymiller asked about representation on the Commission on Aging committee.

Request to Rent Medford Senior Dining Center

A request was made to rent the Medford Senior Center for a family gathering on November 30th at the rate of \$100 per day plus security deposit. Thomsen moved to approve the request, second by Campos. All Ayes. Motion Carried.

Award Contracts for Provision of Meals in 2020

Director Brown explained the request for proposal. Proposals were received from Black River Industries, Gilman Market, Jump River Community Center and Lynn's Catering. Brown informed the committee that only one of the four proposals (Lynn's Catering) was submitted as complete. Per discussion with County Corporate Counsel, Brown was told that Commission on Aging has the right to waive irregularities or may give providers the opportunity to submit missing information. Brown stated that missing information has since been provided and all bids are now complete.

A 2020 Meal Proposal Comparison prepared by Director Brown was passed out. Following discussion, the committee made decisions on which proposal to accept for each dining site.

Gilman: Campos moved to award the Gilman site bid to Gilman Market, second by Wojcik. All Ayes. Motion Carried.

Jump River: Campos moved to award the Jump River site bid to Jump River Community Center, second by Dubiak. All Ayes. Motion Carried.

Stetsonville: Thomsen moved to continue the current practice of cooking on site at the Stetsonville Senior Dining Center, second by Campos. All Ayes. Motion Carried.

Goodrich: Adams moved to award Lynn's Catering the Goodrich site, second by Helmert. All Ayes. Motion Carried.

Rib Lake: Hein moved to accept the proposal from Lynn's Catering for the Rib Lake site, second by Campos. All Ayes. Motion Carried.

Westboro: Campos moved to accept the proposal from Lynn's Catering for the Westboro site, second by Wojcik. All Ayes. Motion Carried.

Medford: Campos moved to accept the proposal from Lynn's Catering to provide meals to the Medford Senior Dining Center and Medford home delivered meals, second by Helmert. A roll call vote was cast, 5 voting yes, (Campos, Wojcik, Helmert, Hein, Thomsen) and 4 voting no (Adams, Rizzi, Dubiak, Albrecht). Motion Carried.

Director's Report:

- The Senior Health, Wellness & Safety Fair was held on October 18th. Attendance was good with 399 participants signing in. Hein stated he found the chair yoga demonstrations to be beneficial and suggested the board find ways to encourage and promote this type of activity. Dubiak added there were requests from participants to promote the UW-Extension Strong Bodies classes at the fair. Director Brown thanked Nestle for providing volunteers and funding for the fair as well as all who volunteered or participated.
- CNA Training Hours Bill AB76/SB103 was passed by the Assembly and now passed the Senate. It will now go to the Governor. Janet Zander, GWAAR's Advocacy & Public Policy Coordinator, is asking people to contact the Governor to request that the bill be vetoed.
- The Taylor County Senior Dining Site Wii Bowling Tournament has begun. Stetsonville, Westboro, Goodrich and Medford Dining sites will bowl in November and Jump River, Rib Lake and Gilman sites will bowl in December.
- Part D open enrollment is currently underway. Appointments to see Heidi Eisner, COA Elder Benefit Specialist are recommended.
- Aging Advocacy Day is scheduled for May 12, 2020 – mark your calendar.

Review / Approve COA and Director's Monthly Expenditures: After discussion and review, Dubiak moved to approve October 2019 COA Monthly Expenditures in the amount of \$30,367.44 and Director's September Expenditures in the amount of \$30.48; second by Campos. All Ayes. Motion Carried.

Set Next Meeting Date: The next meeting of the Taylor County Commission on Aging will be December 11, 2019, 1:00 P.M. at the Multi-purpose Room in Medford.

Adjourn Meeting: With no further business, Hein moved to adjourn; second by Thomsen. All Ayes. Motion Carried. Meeting adjourned at 1:50 P.M.

TAYLOR COUNTY COMMISSION ON AGING

Wednesday, October 14, 2019 – 1:00 P.M.

Multi-Purpose Room, 845 E Broadway Ave, Medford, Wisconsin 54451

Members Present: Albrecht, Adams, Campos, Dubiak, Hein, Rizzi, Thomsen

Members Absent: Wojcik, Helmert

Also present: Nathanael Brown, Commission on Aging Director; Michelle Brehm, Commission on Aging Accounting Specialist

Call Meeting to Order: Chairperson Albrecht called the meeting to order at 1:00 P.M.

Approve the Minutes of the September 4, 2019 Meeting: Hein moved to approve the minutes of the Taylor County Commission on Aging meeting of September 4, 2019; second by Adams. All Ayes. Motion Carried.

Approve the Agenda: Dubiak moved to approve the agenda with ten items; second by Rizzi. All Ayes. Motion Carried.

Public Input: None

Review / Approve Suggested Donations:

Director Brown reviewed current suggested donations for Commission on Aging programs. Following discussion, Campos moved to accept COA program suggested donations as reviewed; second by Hein. All Ayes. Motion Carried.

Senior Health, Wellness & Safety Fair Planning

The Senior Health, Wellness & Safety Fair is planned for October 18th. Volunteers are needed to register participants and direct participants and providers. A volunteer sign-up sheet was circulated.

Director's Report:

- The Ogema Caregiver Conference was held on October 10th. The conference organized jointly with Price County had close to 70 participants.
- Brown and Dubiak reported the ADRC ad hoc committee will continue to meet and prepare a rough budget. Changes to state funding allocations are still in question.
- RFP's for senior dining and home delivered meals are out. Bids will be due on October 31st at 1:00 pm. Director Brown, Thomsen and Albrecht will open the bids at 4:00 pm that afternoon.
- Black River Industries has been using the ADRC of Central Wisconsin menu for meals. Although there has been a learning curve, meal quality has improved.
- Powerful Tools for Caregivers classes are in progress and going well.
- The Stepping On class currently underway will be completed next week.

Review / Approve COA and Director's Monthly Expenditures: After discussion and review, Adams moved to approve September 2019 COA Monthly Expenditures in the amount of

\$30,218.67, and Director's August Expenditures in the amount of \$136.08; second by Dubiak. All Ayes. Motion Carried.

Set Next Meeting Date: The next meeting of the Taylor County Commission on Aging will be November 13, 2019, 1:00 P.M. at the Multi-purpose Room in Medford.

Adjourn Meeting: With no further business, Adams moved to adjourn; second by Hein. All Ayes. Motion Carried. Meeting adjourned at 1:51 P.M.

TAYLOR COUNTY COMMISSION ON AGING

Wednesday, September 4, 2019 – 1:00 P.M.

Multi-Purpose Room, 845 E Broadway Ave, Medford, Wisconsin 54451

Members Present: Albrecht, Adams, Campos, Hein, Helmert, Rizzi, Thomsen, Wojcik

Members Absent: Dubiak

Also, present: Nathanael Brown, Commission on Aging Director; Michelle Brehm, Commission on Aging Accounting Specialist; Amber Fallos, Black River Industries Director

Call Meeting to Order: Chairperson Albrecht called the meeting to order at 1:00 P.M.

Approve the Minutes of the July 10, 2019 Meeting: Hein moved to approve the minutes of the Taylor County Commission on Aging meeting of July 10, 2019; second by Adams. All Ayes. Motion Carried.

Approve the Agenda: Thomsen moved to approve the agenda with nine items; second by Wojcik. All Ayes. Motion Carried.

Public Input: Amber Fallos reported Black River Industries has received a new bus through the 5310 grant program and an application for 2 additional buses has been submitted through the new 5310 grant cycle. Fallos stated she is pleased bus ridership has increased and hopes to engage more seniors in the future.

BRI currently has 30 staff members providing in-home services. There has been an increased demand for services such as cooking and cleaning due to some home care agencies reducing these services. BRI also employs 5 staff through the Senior Community Service Employment Program. The kitchen currently has 4 employees helping with the bakery and catering.

Campos asked about the transportation conference Director Brown will be attending in Milwaukee during September.

Review / Approve 2020 Commission on Aging Budget:

The committee reviewed and discussed the proposed 2020 budget.

Campos moved to approve the 202 Nutrition portion of the budget and increase the home delivered meal program budget by \$634; second by Helmert. All Ayes. Motion Carried. The 202 Nutrition Budget for 2020 total is \$528,741. The county levy portion is \$48,887, the same as 2019.

Campos moved to approve the proposed 203 Commission on Aging portion of the budget and increase the volunteer driver program by \$970; second by Rizzi. All Ayes. Motion Carried. The total 203 Commission on Aging portion of the 2020 Budget will be \$226,612. The county levy total will be \$189,067, the same as 2019.

Director Brown plans to present the 2020 budget to the finance committee on September 16th.

Director's Report:

- A Stepping On Workshop will begin September 4th. The class is full.
- Registrations for a Powerful Tools for Caregivers workshop are being accepted. The classes are scheduled to begin September 24th. Ericka Berstinger and Peggy Nordgren will be the instructors.
- Nail care has resumed at the senior dining sites. The Taylor County Health Department recently hired two nurses who will provide this service. They will be visiting 4 dining sites during the month of September to catch up.
- The Fall Color Tour bus trip to Jump River is scheduled for October 3rd.
- Director Brown reported he recently had a phone meeting with Carrie Diamond from GWAAR to review the Aging Unit Plan goals and progress for 2020. Diamond is pleased with the progress made.
- CNA Training Hours Bill AB76/SB103 has been passed by the Assembly but hasn't come up for a vote in the Senate therefore, it is still open for debate. Those interested can contact State Senator Petrowski. Helmert added Representative Edming will be at Dura-Weld in Medford on October 7th at 6pm if anyone wishes to attend.
- The Older American Act authorization expires 9/30/2019 and will need to be reauthorized. There is an article in the September COA newsletter about reaching out to legislators to encourage them to work on reauthorization.
- The Senior Health, Wellness & Safety Fair is planned for October 18th. Volunteers are needed.

Review / Approve COA and Director's Monthly Expenditures: After discussion and review, Adams moved to approve July 2019 COA Monthly Expenditures in the amount of \$26,646.85, August COA Monthly Expenditures in the amount of \$27,498.94 and Director's June Expenditures in the amount of \$24.24 and July Expenditures of \$32.09; second by Thomsen. All Ayes. Motion Carried.

Set Next Meeting Date: The next meeting of the Taylor County Commission on Aging will be October 9, 2019, 1:00 P.M. at the Community Center in Medford.

Adjourn Meeting: With no further business, Adams moved to adjourn; second by Rizzi. All Ayes. Motion Carried. Meeting adjourned at 2:35 pm.

TAYLOR COUNTY COMMISSION ON AGING

Wednesday, July 10, 2019 – 1:00 P.M.

Multi-Purpose Room, 845 E Broadway Ave, Medford, Wisconsin 54451

Members Present: Albrecht, Adams, Campos, Dubiak, Hein, Helmert, Rizzi, Thomsen, Wojcik

Members Absent: None

Also present: Nathanael Brown, Commission on Aging Director; Michelle Brehm, Commission on Aging Accounting Specialist; Amber Fallos, Black River Industries Director, Reggie Kelnhoffer, The Star News

Call Meeting to Order: Chairperson Albrecht called the meeting to order at 1:00 P.M.

Approve the Minutes of the June 12, 2019 Meeting: Helmert moved to approve the minutes of the Taylor County Commission on Aging meeting of June 12, 2019 with proposed change; second by Hein. All Ayes. Motion Carried.

Approve the Agenda: Dubiak moved to approve the agenda with ten items; second by Thomsen. All Ayes. Motion Carried.

Public Input: Amber Fallos, Black River Industries reported on that The Bakery at BRI is open and going well. Hours are Monday through Thursday 6 am to 5 pm and Fridays 6 am to 1 pm. Bus ridership has been increasing, Fallos is glad to see this service being utilized. Feedback has been received on the Medford Dining Center meals and BRI has been working with Commission on Aging to make improvements.

Hein spoke on a letter he had written to Representative James Edming's office opposing the reduced number of training hours for CNA's and correspondence received back. Thomsen added she feels raising pay for CNA's would increase the number and quality of CNA's entering the field.

Aging & Disability Resource Center Update:

Dubiak reported the ADRC and Aging Ad Hoc Committee will continue to move forward with the integration of Commission on Aging and the Aging & Disability Resource Center (ADRC). The target date for the integration is January 2021. Director Brown added the state has a checklist of five different areas that need to be met before the integration is completed. Funding is still in question.

2020-2022 Meal Procurement Process:

Director Brown explained the bidding process for meals provided by Commission on Aging. Although federal standards require the procurement process to take place every five years, in the past the Commission on Aging has received bids every three years. Brown is hoping to have RFP's available by the end of August. Director Brown stated he would like to see one menu used for the entire county. Options to do this include requiring caterers to provide meals for the entire county or allowing caterers to choose the sites they wish to serve from a menu provided by Commission on Aging. The current menu used for Westboro, Goodrich and Rib

Lake sites is created by a dietician from the ACRC of Central WI and could be used by all sites in the county. This will help to ensure increased federal nutrition requirements are being met. Additional benefits of one menu include increased office efficiency and room for the complete daily menu to be printed in the newsletter. Brown asked the committee for input regarding using one menu. Following discussion, it was decided to use one menu prepared by the ADRC of Central WI dietician for all sites and reassess after one year.

Director's Report:

- The COA office was closed 7/9/19 from 8 – 9:30 am for active shooter training. Sherriff Larry Woebeking did an overall training as well as one on one office evaluations on ways to stay safe. Ideas to balance safety while still providing a warm and welcoming office were discussed.
- A new refrigerator has been purchased for the Medford Dining Center. The freezer unit on the refrigerator had stopped working properly and was unable to be repaired. Also, repairs were made to the dishwasher at the Medford Center.
- The Caregiver Yoga class has been growing. The next class is scheduled for Monday, July 15th at 5:30 pm.
- Farmer's Market coupons are still available. Fifteen additional booklets were received this year. As of today, there are 3 booklets left.
- The Nutrition Advisory Council met in Jump River on June 20, 2019. Nutrition survey results and site meal comments were reviewed.
- The State Budget has passed. There were few changes to aging issues within the budget.

Review / Approve COA and Director's Monthly Expenditures: After discussion and review, Campos moved to approve June 2019 COA Monthly Expenditures in the amount of \$28,457.10 and Director's May Expenditures in the amount of \$119.56; second by Wojcik. All Ayes. Motion Carried.

Set Next Meeting Date: The next meeting of the Taylor County Commission on Aging will be August 14, 2019, 10:00 A.M. at the Community Center in Medford.

Adjourn Meeting: With no further business, Dubiak moved to adjourn; second by Adams. All Ayes. Motion Carried. Meeting adjourned at 1:59 pm.

TAYLOR COUNTY COMMISSION ON AGING

Wednesday, June 12, 2019 – 1:00 P.M.

Multi-Purpose Room, 845 E Broadway Ave, Medford, Wisconsin 54451

Members Present: Albrecht, Adams, Dubiak, Hein, Helmert, Rizzi, Thomsen, Wojcik

Members Absent: Campos

Also present: Nathanael Brown, Commission on Aging Director; Michelle Brehm, Commission on Aging Accounting Specialist; Evelyn Heser, Medford Dining Site Manager and Florina Jochimsen, member of the public

Call Meeting to Order: Chairperson Albrecht called the meeting to order at 1:00 P.M.

Approve the Minutes of the May 8, 2019 Meeting: Hein moved to approve the minutes of the Taylor County Commission on Aging meeting of May 8, 2019 with proposed change; second by Rizzi. All Ayes. Motion Carried.

Approve the Agenda: Thomsen moved to approve the agenda with eleven items; second by Rizzi. All Ayes. Motion Carried.

Public Input: Jochimsen and Heser voiced concerns to the committee regarding meal quality at the Medford Senior Dining Site. Director Brown stated he has contacted the caterer and steps are being taken to improve the meals. Jochimsen also questioned why nail care is no longer offered at the dining sites. Chairperson Albrecht explained the Health Department who provides nail care is currently short staffed but hope to hire a nurse to continue nail care in the future. Lastly, Jochimsen and Heser inquired if there would be Senior Community Service Employment Program workers who could assist at the Medford site. Director Brown said that depends on whether Citizens Employment & Training has a worker that they want to place at the dining center. The board thanked Heser and Jochimsen for their input.

Gail Helmert spoke on the need for services available to seniors to provide help with practical day to day tasks. She questioned what assistance is available and ways resources can be organized to access these services. Helmert suggested creating a list to compile available resources. Brown commented that printed lists require upkeep but suggested that people call the ADRC and/or Commission on Aging for information.

Ageing & Disability Resource Center Update:

Dubiak reported it has been decided to move forward toward the integration of Commission on Aging and the Aging & Disability Resource Center (ADRC). An ad hoc committee has been created. It is likely the ADRC will be a standalone agency in Taylor County. Funding is still in question.

2018 Commission on Aging Program & Financial Summary:

Larry Brandl, Taylor County Finance Manager distributed 2018 financial reports and reviewed Nutrition and Commission on Aging accounts, which together make up the total Commission on Aging department budget. Both accounts ended 2018 with operational surpluses which

increased the fund balances. Brandl stated both fund balances are strong and the COA appears to be in good financial position.

Director Brown reviewed Commission on Aging programs and the number of 2018 unduplicated individuals served and units for each service.

State / Federal Funding Allocation and Policy Changes:

Director Brown explained that in the past, aging units were allowed to carry nutrition program donations forward to the next year. This allowed a buffer for nutrition programs. The state has received clarification from the federal government that this practice should not be allowed. Effective 2019, program income carryover will be discontinued. Any program income funds from 2018 or prior must be spent by September 30, 2019 and all current year program income must be spent as it is received prior to drawing down contract dollars. All 2019 program income must be spent by December 31, 2019. Director Brown is creating a plan to spend prior year carryover, program income and contract allocations by year end.

Brown also reported that the state has been working the past few years on how Older American Act (OAA) funds are distributed to counties. Taylor County can anticipate an overall 2% decrease to the OAA funding received if the current plan is approved.

Director's Report:

- Farmers Market Vouchers will be distributed in Gilman on June 19th and will be given out in Medford on June 20th. The program offers eligible seniors \$25.00 per household that can be used to purchase produce from certified farmers. 117 booklets are available for distribution.
- Brown, Hein, Helmert and Rizzi attended Aging Advocacy Day in Madison on May 14th. They had the opportunity to speak with staff from Representative Edming and Senator Petrowski's offices.

Review / Approve COA and Director's Monthly Expenditures: After discussion and review, Dubiak moved to approve May 2019 COA Monthly Expenditures in the amount of \$28,586.66 and Director's April Expenditures in the amount of \$351.00; second by Adams. All Ayes. Motion Carried.

Set Next Meeting Date: The next meeting of the Taylor County Commission on Aging will be July 10, 2019, 1:00 P.M. at the Multi-Purpose Room in Medford.

Adjourn Meeting: With no further business, Helmert moved to adjourn; second by Rizzi. All Ayes. Motion Carried. Meeting adjourned at 2:33 pm.

TAYLOR COUNTY COMMISSION ON AGING

Wednesday, May 8, 2019 – 1:00 P.M.

Multi-Purpose Room, 845 E Broadway Ave, Medford, Wisconsin 54451

Members Present: Albrecht, Adams, Dubiak, Hein, Helmert, Rizzi, Thomsen, Wojcik

Members Absent: Campos

Also present: Nathanael Brown, Commission on Aging Director; Michelle Brehm, Commission on Aging Accounting Specialist

Call Meeting to Order: Chairperson Albrecht called the meeting to order at 1:02 P.M.

Introductions were made and new committee member Cindy Wojcik was welcomed.

Approve the Minutes of the April 15, 2019 Meeting: Dubiak moved to approve the minutes of the Taylor County Commission on Aging meeting of April 15, 2019; second by Rizzi. All Ayes. Motion Carried.

Approve the Agenda: Thomsen moved to approve the agenda with thirteen items; second by Helmert. All Ayes. Motion Carried.

Public Input: None

Learning in Retirement:

Helmert reported the card making class held in Gilman on May 1st was a success. Six people attended and each participant made two cards. Learning in Retirement activities will break for summer, and may not resume in the fall if more planners are not found.

Aging & Disability Resource Center Update:

Dubiak reported the work group recently met again to discuss ideas regarding the integration of ADRC with Commission. Survey results from ADRC's and Aging Units in the northern and western part of the state have been received and are being compiled.

Commission on Aging Committee Bylaws:

Bylaws were reviewed and discussed. Changes and additions to provide language uniformity throughout the document were made. Hein moved to accept changes to bylaws; second by Wojcik. All Ayes. Motion Carried.

Election of Officers:

Hein nominated Campos as Vice Chairperson, second by Dubiak. Adams nominated Helmert as Vice Chairperson, second by Hein.

Adams moved to close nominations for Board Vice Chairperson, second by Dubiak.

A paper ballot vote was taken: Campos - 5, Helmert - 3. Campos was declared Vice Chairperson.

Wojcik nominated Dubiak as Board Secretary, second by Hein. Adams moved to close nominations for Board Secretary and cast a unanimous ballot for Dubiak, second by Hein. All Ayes. Motion Carried.

Incentivizing Carpooling to Senior Dining Centers

Director Brown read the Aging Plan Goal that states: *In order to help people with transportation issues attend the senior dining centers, the Commission on Aging will implement a program to incentivize carpooling with the goal to get 25 people who have not attended a dining center in the last year to have lunch at a dining center by December 31, 2019.*

The nutrition advisory council consensus was to provide a dining center gift certificate after 5 rides as an incentive to encourage people to drive someone to the dining center. Following discussion by the COA board, it was decided to add a limit of two gift certificates per household per month with no reward for driving spouses or other members of the same household. Multiple passengers will each count as a ride.

Director's Report:

- Director Brown thanked the committee for attending the annual volunteer dinner. Many favorable comments were received.
- Larry Brandl, County Accountant will be at the next committee meeting to do a financial review of 2018.
- Responses were received from Senator Petrowski and Representative Edming regarding letters sent to them by the committee opposing CNA Training Hours Bill AB76/SB103. Both thanked the committee for stating concerns and potential outcomes of cutting training hours, but stated they see the bill as a way to help the state's long-term care worker shortage.
- Aging Advocacy Day in Madison is May 14th. Three committee members and Director Brown plan to attend.
- Director Brown testified at the Legislature's Joint Finance Committee public hearing in Green Bay on April 24th regarding the Governor's proposed budget. He spoke about additional funding for the Elder Benefit Specialist program and transportation.
- Governor Evers's proposed budget includes Medicaid Expansion. Full Medicaid Expansion would increase eligibility to those who earn up to 138 percent of the federal poverty level. Director Brown spoke on the benefits expansion would bring to the state and Taylor County. He encouraged constituents to contact legislators on the issue.
- Chair yoga classes will remain on Wednesday mornings as scheduled, therefore Commission on Aging meetings will continue to be held in the Multi-purpose Building.

Review / Approve COA and Director's Monthly Expenditures: After discussion and review, Dubiak moved to approve April 2019 COA Monthly Expenditures in the amount of \$25,575.41 and Director's March Expenditures in the amount of \$20.56; second by Adams. All Ayes. Motion Carried.

Set Next Meeting Date: The next meeting of the Taylor County Commission on Aging will be June 12, 2019, 1:00 P.M. at the Community Center in Medford.

Adjourn Meeting: With no further business, Adams moved to adjourn; second by Hein. All Ayes. Motion Carried. Meeting adjourned at 3:00 pm.

TAYLOR COUNTY COMMISSION ON AGING

Monday, April 15, 2019 – 1:00 P.M.

Multi-Purpose Room, 845 E Broadway Ave, Medford, Wisconsin 54451

Members Present: Albrecht, Adams, Campos, Davis, Dubiak, Hein, Helmert, Rizzi, Thomsen

Members Absent: None

Also present: Nathanael Brown, Commission on Aging Director; Michelle Brehm, Commission on Aging Accounting Specialist; Evelyn Hesper, Medford Dining Site Manager; Amber Fallos, Black River Industries (BRI); David King, The Star News

Call Meeting to Order: Chairperson Albrecht called the meeting to order at 1:00 P.M.

Approve the Minutes of the March 13 & March 28, 2019 Meetings: Helmert moved to approve the minutes of the Taylor County Commission on Aging meetings of March 13, 2019 and March 28, 2019; second by Hein. All Ayes. Motion Carried.

Approve the Agenda: Rizzi moved to approve the agenda with fifteen items; second by Dubiak. All Ayes. Motion Carried.

Public Input: Amber Fallos, Black River Industries extended her thanks to Director Brown and the Committee for their understanding when closing sites and canceling bus routes due to inclement weather during the winter months. There were 8 days sites were closed because of poor weather conditions. Fallos also reported that referrals are being accepted for respite care and home services provided by BRI.

Learning in Retirement:

Helmert stated the card making class planned in Gilman was canceled due to weather and may be rescheduled at a later date. Helmert also stated she is seeking help with planning activities. Barb Davis, whose term will expire in April has been a big part of Learning in Retirement planning and will be missed.

ADRC Update:

A meeting between the ADRC of the Northwoods and Taylor County to explore integrating the Commission on Aging and the ADRC took place the end of March. Preliminary ideas and options were discussed. Another meeting is scheduled for next week. A survey has been sent to ADRC's and Human Services Departments in the northern and western part of the state. The group is awaiting information from the state that will assist with moving forward.

Review / Approve United Way Grant Application:

Director Brown stated the Commission on Aging recently received a check from the United Way of Taylor County in the amount of \$8,600 to help with the cost of delivering meals for Meals-on-Wheels, and that the application to receive funding for next year needs to be submitted. Director Brown passed out and reviewed the United Way grant application for \$7,000 of funding for next year. Thomsen moved to approve submitting the United Way Grant Application; second by Adams. All Ayes. Motion Carried.

Review / Approve New Committee Member Recommendation:

Interviews for a new committee member were conducted on March 28, 2019. Five people had submitted applications. Following interviews, the committee recommended Cindy Wojcik for Commission on Aging Committee member to replace Barb Davis whose term is expiring. Campos moved to recommend Cindy Wojcik to the County Board for appointment to the committee; second by Hein. All Ayes. Motion Carried.

CNA Training Hours Bill AB76/SB103

The bill first brought forth in 2017 to reduce the number of hours of training required to become a nursing assistant is recirculating. The bill would reduce the number of hours from 120 to the federal requirement of 75 hours. Aging advocates are very concerned about the consequences for the care of older adults if the bill is passed. Over half of the states have chosen to require more than 75 hours of training. Director Brown passed out a letter voicing the committee's disapproval of the bill. The letter stated concerns and potential outcomes of cutting training hours. After discussion, Campos moved to send the letter opposing CNA Training Hours Bill AB76/SB103 to Senator Petrowski and Representative Edming; second by Helmert. All Ayes. Motion Carried.

Friendly Phone Call Program

One of the goals from the Commission on Aging 2019-2021 Aging Unit Plan is to organize a friendly phone call program, with 20 people participating by December 31, 2020. This idea was suggested at the Aging Unit Plan listening sessions. The program is in the planning stage.

Commission on Aging Committee Bylaws

Director Brown distributed a current copy of COA bylaws for review. Helmert suggested Article VI, Section 3, Duties of Officers, Chairperson, item number 5 be changed to read: "To carry out responsibilities as assigned to him or her as outlined here or appointed by the Commission on Aging **committee**." Davis moved to have the committee review the bylaws and suggest further changes at the next meeting; second by Dubiak. All Ayes. Motion Carried.

Director's Report:

- Director Brown showed the committee a picture of the sign that will be placed at each Senior Dining site. The 2' x 4' signs will display site information and be placed on buildings or in front of all seven Senior Dining sites.
- The Legislature's Joint Finance Committee is conducting listening sessions throughout the state on the Governor's proposed budget. Director Brown plans to attend and testify at the public hearing in Green Bay on April 24th.
- The **Centers** for Medicare & **Medicaid** Services (CMS) has approved a waiver extension that will continue the Senior Care Program for the next 10 years.
- May 14th is Aging Advocacy Day in Madison. So far, three committee members and Director Brown plan to attend. Anyone else interested in attending should contact Director Brown.
- The Annual Volunteer Recognition Dinner is scheduled for Friday, May 3rd in Stetsonville. Bus transportation will be provided as needed.
- Director Brown thanked Barb Davis for her service to the Commission on Aging Committee and her contribution to Learning in Retirement.

Review / Approve COA and Director's Monthly Expenditures: After discussion and review, Campos moved to approve March 2019 COA Monthly Expenditures in the amount of \$23,676.75 and Director's February Expenditures in the amount of \$28.02; second by Rizzi. All Ayes. Motion Carried.

Set Next Meeting Date: The next meeting of the Taylor County Commission on Aging will be May 8, 2019, 1:00 P.M. at the Community Center in Medford.

Adjourn Meeting: With no further business, Adams moved to adjourn; second by Thomsen. All Ayes. Motion Carried. Meeting adjourned at 2:26 pm.

TAYLOR COUNTY COMMISSION ON AGING

Thursday, March 28, 2019 – 8:00 A.M.

Taylor County Courthouse – Room 1307, 224 S 2nd St, Medford, Wisconsin 54451

Members Present: Albrecht, Adams, Campos, Hein, Helmert

Members Absent: Davis, Dubiak, Rizzi, Thomsen (all excused)

Also present: Nathanael Brown, Commission on Aging Director

Call Meeting to Order: Chairperson Albrecht called the meeting to order at 8:00 A.M.

Approve the Agenda: Hein moved to approve the agenda with six items; second by Adams. All Ayes. Motion Carried.

Committee Member Applicant Interviews:

The committee decided to remain in open session. Interviews of five perspective committee members were conducted. The members present will recommend that the full Commission on Aging committee nominate Cindy Wojcik to serve on the committee.

Adjourn Meeting: With no further business, Hein moved to adjourn; second by Campos. All Ayes. Motion Carried. Meeting adjourned at 10:31 A.M.

TAYLOR COUNTY COMMISSION ON AGING

Wednesday, March 13, 2019 – 1:00 P.M.

Multi-Purpose Room, 845 E Broadway Ave, Medford, Wisconsin 54451

Members Present: Albrecht, Adams, Campos, Davis, Hein, Helmert, Rizzi, Thomsen

Members Absent: Dubiak

Also present: Nathanael Brown, Commission on Aging Director; Michelle Brehm, Commission on Aging Accounting Specialist; Joan Campos, member of the public; The Star News

Call Meeting to Order: Chairperson Albrecht called the meeting to order at 1:00 P.M.

Approve the Minutes of the February 13, 2019 Meeting: Hein moved to approve the minutes of the Taylor County Commission on Aging meeting of February 13, 2019; second by Campos. All Ayes. Motion Carried.

Approve the Agenda: Thomsen moved to approve the agenda with fourteen items; second by Davis. All Ayes. Motion Carried.

Public Input: None

Learning in Retirement:

Helmert and Davis updated the committee regarding Learning in Retirement activities. The March presentations in Gilman and Westboro were well attended. Potential activities include a card making class in Gilman. Watch the newsletter for details and future events.

ADRC Update:

Due to inclement weather, the February meeting between ADRC of the Northwoods and Taylor County to explore integrating the Commission on Aging and the ADRC was postponed to March 19th. Greater Wisconsin Agency on Aging Resources (GWAAR) and the Bureau of Aging and Disability Resources are providing feedback and advice.

Approve Submitting Resolution to County Board Proclaiming May 2019 to be Older Americans Month in Taylor County:

Director Brown read the resolution to the committee. Campos moved to submit the resolution to the County Board to proclaim May 2019 as Older Americans Month in Taylor County; second by Hein. All Ayes. Motion Carried.

Review / Approve Aging Unit Self-Assessment for 2018:

Director Brown passed out the assessment to members. Brown reviewed the current 2016-2018 Aging Unit Plan and did an assessment of the goals and accomplishments for 2018. Following discussion, Adams moved to approve the Aging Unit Self-Assessment for 2018; second by Campos. All Ayes. Motion Carried.

Committee Member Recruitment:

To date, four applications have been received for the open COA committee member position. Applications will be received through Friday, March 15th. Albrecht, Adams, Helmert, Hein and

Campos as well as Director Brown will interview potential members. A recommendation will be brought to the full committee for discussion and then presented to the County Board for approval.

2019 State Budget:

Governor Evers recently introduced the State Budget. Director Brown passed out a handout titled "AARP Issues in the Budget" and pointed out items that align with Commission on Aging issues and goals. Also distributed was a 2019-2020 Advocacy Handbook & Directory. Brown encouraged all to speak out on issues they care about.

Director's Report:

- A bill to reduce the number of training hours for CNA's did not pass in the last session but has been reintroduced. Brown will bring a letter for the committee to review and send to legislators to voice opposition of the bill.
- Ads for volunteer drivers have been placed in the newsletter. Applications are being received.
- May 14th is Aging Advocacy Day in Madison. Registration is now open. Anyone interested in attending should contact Director Brown.
- The Annual Volunteer Recognition Dinner is scheduled for Friday, May 3rd in Stetsonville.
- Chair yoga currently meets in the Multi-Purpose Room Wednesday mornings. The instructor has a conflict with this time and requested classes be changed to Wednesday afternoon, which is the current time COA meetings take place. After discussion, it was decided to keep the COA Committee meeting dates and times the same but move them from the Multi-Purpose Room to the Community Center.

Review / Approve COA and Director's Monthly Expenditures: After discussion and review, Campos moved to approve February 2019 COA Monthly Expenditures in the amount of \$24,442.78 and Director's January Expenditures in the amount of \$21.60; second by Adams. All Ayes. Motion Carried.

Set Next Meeting Date: After discussion, Davis moved to schedule the next meeting of the Taylor County Commission on Aging for April 15, 2019, 1:00 P.M. at the Multi-purpose Room in Medford, second by Thomsen. All Ayes. Motion Carried.

Adjourn Meeting: With no further business, Campos moved to adjourn; second by Helmert. All Ayes. Motion Carried. Meeting adjourned at 2:40 pm.

TAYLOR COUNTY COMMISSION ON AGING

Wednesday, February 13, 2019 – 1:00 P.M.

Multi-Purpose Room, 845 E Broadway Ave, Medford, Wisconsin 54451

Members Present: Albrecht, Adams, Campos, Davis, Dubiak, Hein, Rizzi, Thomsen

Members Absent: Helmert

Also present: Nathanael Brown, Commission on Aging Director; Michelle Brehm, Commission on Aging Accounting Specialist

Call Meeting to Order: Chairperson Albrecht called the meeting to order at 1:00 P.M.

Approve the Minutes of the January 9, 2019 Meeting: Dubiak moved to approve the minutes of the Taylor County Commission on Aging meeting of January 9, 2019; second by Rizzi. All Ayes. Motion Carried.

Approve the Agenda: Campos moved to approve the agenda with fourteen items; second by Hein. All Ayes. Motion Carried.

Public Input: None

Learning in Retirement:

Two Learning in Retirement events are scheduled in March. Stephen Kalmon will be at the Gilman Dining Center on March 5th to talk about the Ice Age in Taylor County and its effect on the Gilman area. Also, Arlene Strama will tell about her travels to Israel at the Westboro Dining Center on March 12th. See the newsletter for details and future events.

ADRC Update:

Dubiak stated the ADRC of the Northwoods and Taylor County will meet at the end of this month to explore integrating the Commission on Aging and the ADRC. Greater Wisconsin Agency on Aging Resources (GWAAR) and the Bureau of Aging and Disability Resources are providing feedback and advising how to proceed.

Goodrich Senior Dining Center Utility Reimbursement Increase Request:

Director Brown stated Marge Kropp from the Goodrich Senior Dining Center has requested an increase for utility reimbursement. The current reimbursement is \$75.00 per month with no increase in some time. Kropp suggested a \$25.00 per month increase. Brown stated the increase would raise the daily cost of using the dining center to \$23.00 per day. Following discussion, Adams moved to raise the Goodrich Senior Dining Center utility reimbursement to \$100 per month; second by Campos. All Ayes. Motion Carried.

Approve Submitting Resolution to County Board Proclaiming April 7-13, 2019 as National Volunteer Week in Taylor County:

Director Brown read the resolution and stated the importance of volunteers to Commission on Aging programs. Campos moved to submit the resolution to the County Board to proclaim April 7-13, 2019 as National Volunteer Week in Taylor County; second by Adams. All Ayes. Motion Carried.

Closed Session - Motion by Adams, second by Hein to go into Closed session pursuant to Wisconsin State Statutes 19.85 (1) (c) for the purpose of conducting employee performance reviews. A roll call vote cast, 8 voting aye, 0 voting no, 1 absent. The Commission went into Closed Session at 1:30 P.M.

Open Session: The Commission returned to Open Session at 1:58 P.M. Motion by Dubiak to return to open session; second by Rizzi. All Ayes. Motion Carried.

Director's Report:

- Friday lunches at the Medford Dining Center have been going well. 28 people attended the first serving day on February 1st. Director Brown thanked John Hein for providing trumpet music at the Medford Dining Site Friday Grand Opening.
- A Stepping On falls prevention workshop is scheduled to begin March 5th at Aspirus Therapy and Fitness. The Commission on Aging partners with Aspirus to provide the 7-week workshop.
- Heidi Eisner, COA Elder Benefit Specialist will present "Medicare 101" on February 21st in the Multi-Purpose Room. This is a free presentation that outlines the different parts of Medicare.
- Director Brown received a request from an individual wanting to lead and teach line dancing in the Multi-Purpose Room. Following discussion, it was felt that lessons are already offered in the area that meet the demand for this type of activity.
- AARP free tax return preparation began February 8th. Volunteers will be in Medford eight Fridays during tax season. Appointments can be scheduled by calling the COA office.
- COA Committee member Barb Davis's term will end in April. Ads to recruit new members have been placed in the newsletter and will also appear in The Star News. A committee to interview potential members and interview dates will be decided at the March meeting.

Review / Approve COA and Director's Monthly Expenditures: After discussion and review, Campos moved to approve January 2018 COA Monthly Expenditures in the amount of \$25,017.70 and Director's December Expenditures in the amount of \$32.75; second by Hein. All Ayes. Motion Carried.

Set Next Meeting Date: The next meeting of the Taylor County Commission on Aging will be March 13, 2019, 1:00 P.M. at the Multi-purpose Room in Medford.

Adjourn Meeting: With no further business, Dubiak moved to adjourn; second by Campos. All Ayes. Motion Carried. Meeting adjourned at 2:28 pm.

TAYLOR COUNTY COMMISSION ON AGING

Wednesday, January 9, 2019 – 1:00 P.M.

Multi-Purpose Room, 845 E Broadway Ave, Medford, Wisconsin 54451

Members Present: Albrecht, Adams, Campos, Davis, Dubiak, Hein, Helmert, Rizzi, Thomsen

Members Absent: None

Also present: Nathanael Brown, Commission on Aging Director; Michelle Brehm, Commission on Aging Accounting Specialist; Amber Fallos, Black River Industries Director; Evelyn Hesel, Medford Senior Dining Center Manager; and Ted Drymiller, Richard Pulcher and Leigh Sahlin, members of the public.

Call Meeting to Order: Chairperson Albrecht called the meeting to order at 1:00 P.M.

Approve the Minutes of the December 12, 2018 Meeting: Dubiak moved to approve the minutes of the Taylor County Commission on Aging meeting of December 12, 2018; second by Hein. All Ayes. Motion Carried.

Approve the Agenda: Thomsen moved to approve the agenda with eleven items; second by Hein. All Ayes. Motion Carried.

Public Input:

Amber Fallos from Black River Industries reported on the following:

- Black River Industries (BRI) was recently awarded a bus funded at 80% by a DOT 5310 grant.
- The gift store which sells spices and gift baskets was very successful over the Christmas holiday.
- BRI's cook retired in December. They are currently in the process of filling the position and excited to begin providing Friday meals to the Medford Senior Center starting in February.

Drymiller, Pulcher and Sahlin voiced concerns to the committee regarding the Gilman Senior Dining Center. Items addressed included meal preferences, the meal contractor bid process and concerns that the Gilman Dining Center would be closed. The board thanked them for their input and assured them there are no plans to close the Gilman Dining Center.

Learning in Retirement:

Stephen Kalmon gave a presentation on the geological background of Taylor County at the Rib Lake Senior Dining Center on January 7th. Events are being planned for February and March. Watch the newsletter for dates and details. Also discussed were presentation times and ways to engage participants.

ADRC Update:

Dubiak stated the application has been submitted to continue the ADRC of the Northwoods with Taylor and Forest Counties and Forest County Potawatomi and that the 2019 budget has been set.

Senior Dining Center Rent Comparison:

Director Brown distributed a handout showing the daily cost for use of each dining center. The board discussed how to decide rent at dining centers. There was also discussion on the benefits a senior dining center provides to the community where it is located. Campos moved that Director Brown move forward with creating more formalized rent agreements for each dining center; second by Hein. All Ayes. Motion Carried.

Director's Report:

- The Older Americans Act Budget was passed in September 2018. The current government shutdown has not had an effect on OAA funding, but Food Share benefits could be affected at some point.
- Reminded the committee that Aging Advocacy Day is scheduled for May 14, 2019 in Madison.
- AARP free tax return preparation is scheduled to begin February 8th. The Commission on Aging will start scheduling appointments later this week.
- Director Brown explained current volunteer driver rates charged to agencies. Committee members advised rate uniformity across all agencies.

Review / Approve COA and Director's Monthly Expenditures: After discussion and review, Adams moved to approve December 2018 COA Monthly Expenditures in the amount of \$32,252.45 and Director's November Expenditures in the amount of \$16.20; second by Campos. All Ayes. Motion Carried.

Set Next Meeting Date: The next meeting of the Taylor County Commission on Aging will be February 13, 2019, 1:00 P.M. at the Multi-purpose Room in Medford.

Adjourn Meeting: With no further business, Campos moved to adjourn; second by Rizzi. All Ayes. Motion Carried. Meeting adjourned at 2:30 pm.