

Oneida County Commission on Aging Meeting Minutes
March 16, 2011

Present: Sonny Paszak, Catherine Parker, Peter Wolk, Bob Metropulos, Maxine Meyer, Sean McAdam. Carol Pederson arrived after the meeting was called to order. **Absent/excused:** Jeanette Pederson and Bill Schell. **Staff:** Dianne Jacobson and Julie Plamann. **Guests:** none

Call to order: 11:00a.m. Paszak called meeting to order at the Northern Advantage building in Rhinelander, Wisconsin, noting that the agenda had been properly posted and the media notified.

Approval, March 16, 2011 Agenda: Motion Wolk /Meyer approving agenda. All ayes, motion passed.

Approval February 17, 2011 Minutes: Motion Parker/Wolk approving February 17, 2011 meeting minutes. All ayes, motion passed.

Date/Time and Locations of Future Meetings: The next scheduled meeting will be Thursday, April 14, 2011 at 11:00 a.m. The meeting will be held at the Northern Advantage building.

Northern Advantage Job Service Building: Jacobson reported that the current tenants in the building are on track to move by the first of May. Remodeling for Phase I items will begin after the tenants have vacated the building. Information and Technology Director, Lynn Grube, has said there may be a delay in laying the cable for access to the county computer system. The Dept on Aging may be able to continue to use our existing routing system when we first move in and then upgrade when the cable is run. Furnishings (classroom tables, chairs, reception couches, etc...) not covered by Phase II of the remodeling could be purchased through a small capital campaign. Over 250 individuals and businesses donated towards the current Thayer St. property when that was purchased. We will announce the anonymous donor at a press conference as soon as we hear when the family will be coming north to open up the family's cabin.

Commission on Aging Vacancies: Jacobson distributed a chart showing the term years of current members and how vacant seats could be filled. She explained that 2 members (Jeanette Pederson and Bill Schell) will be at the end of their 2nd term after the April meeting. Also, due to the three-year terms it is preferred to have only 3 members up for renewal or replacement every year. The vacancies could be moved into the vacant slots in other terms. The Commission normally has Jacobson send a press release to the 3 major newspapers in the county to solicit applications. The applications are then reviewed by the Commission and the preferred candidate is forwarded to the County Board chair for formal appointment at the next County Board meeting. Two new members should be able to start at the May 2011 meeting.

Motion Wolk/Meyer approving the proposed change to term seats and approving announcement that applications will be accepted for two vacant seats on the Commission on Aging. All ayes, motion passed.

Committee members discussed the need for a sub-committee to review the applications before the April Commission meeting.

Motion Parker/Wolk to open applications for Commission on Aging members with review by sub-committee if 6 or more applications are received. All ayes, motion passed.

Motion Wolk/Metropulos directing Chairman Paszak to designate a sub-committee if more than 6 applications are received. All ayes, motion passed.

Family Care and ADRC Committee update: Jacobson announced that the March 7, 2011 MCO meeting at Nicolet College was cancelled due to the Governor's proposed budget freezing the start of any new MCO's. Jacobson noted that the full Family Care Program may be delayed for 2 years, but the Aging and Disability Resource Center (ADRC) may be approved and able to begin in 2012, but without an MCO. Jacobson also noted that Florence County withdrew from the proposed 5-county ADRC, but the remaining 4 counties and tribal representatives will continue to prepare an application and intergovernmental agreement. Oneida County anticipates presenting the agreement to the county board in April or May 2011. No action taken information only.

Advisory Council: The Advisory Council recommended that three persons be approved as alternate or back-up council members in case of a mid-term resignation. They are Lois Kasmarek, 1st alternate, Anita Lahti, 2nd alternate, and Diane Erdman as 3rd alternate.

Motion Wolk/Metropulos approving three alternates to the current Advisory Council. All ayes, Motion passed.

Bus Passenger Suspension: Committee members reviewed the bus passenger privileges/policy that was approved at the February meeting. Jacobson noted that the person in question has been subject to chronic no-show, no-call violations, has been suspended for 30 days four (4) times in the past year and is now subject to more severe suspension. Several suspension lengths were discussed. Paszak offered to speak to the person in question if they desired.

Motion ParkerWolk recommending suspension of bus privileges until July 1st then reinstatement of bus privileges. If any more no-show violations occur, then the passenger would be automatically suspended for twelve (12) months. All ayes, Motion passed.

Approve Director's job description and annual goals: Jacobson discussed goals for the upcoming year. Motion Paszak/Metropulos approving goals as presented. All ayes motion passed.

The director's current job description was reviewed. Jacobson pointed out several items that no longer pertained, noted that the job description had not been updated or reviewed for at least 6 years, and also stated that the ADRC role should be included. Motion Wolk/McAdam approving job description with changes noted. All ayes, motion passed.

Approve 2010 Oneida Count Department on Aging Self-Assessment: Progress and goals of the Dept on Aging Self Assessment were reviewed and review of National Family Caregiver Support Group was held. McAdam suggested copies of these two reviews be sent to committee members.

Motion Metropulos/McAdam approving the 2010 Aging Unit Self Assessment and National Family Caregiver Support Program Self Assessment as presented. All ayes, motion passed

Monthly Departmental Reports: Reports reviewed. Jacobson noted that the Pier Willow dining site has had lower than average meal counts. The Site Manager had suggested moving the dining site from the church to the town hall because of the availability of a telephone for emergency situations. Jacobson is discussing the suggestion with the Town Supervisor. Meyer reported on card sales, the March 11, 2011 bake sale that netted over \$500 and that a large rummage sale has been slated for the first week in May. Motion Wolk/Meyer accepting and approving the monthly departmental reports as presented. All ayes, motion passed.

Vouchers and Bills: Bills and personal vouchers were presented for payment.

Motion Wolk/Metropulos accepting and approving vouchers and bills as presented. All ayes, motion passed.

Line Item Transfers: Line item transfers including the 2010 year-end reconciliation were reviewed. Motion Metropulos/C.Pederson approving line item transfer requests. All ayes. Motion passed.

Out-of-County travel: Jacobson will travel to Taylor County, Medford, WI on March 31 for the ADRC of the Northwoods planning meeting. April 12 & 13 Jacobson and Piazza will travel to Wisconsin Dells for a State conference. Mary Boyer will travel to Wausau for Nutrition Director meeting on March 31. Motion Metropulos/Wolk approving the out of county travel as presented. All ayes. motion passed.

Topics for Future Agendas: Normal agenda items, update ADRC and Family Care, Pier Willow dining site, select two (2) Commission on Aging candidates to forward to County Board Chair.

Public Comment/Communications: None.

Adjourn: Motion Metropulos/Meyer adjourning meeting at 12:20 p.m. All ayes. motion carried.

Respectfully submitted,

P. Wolk, COA Secretary