

**Oneida County Commission on Aging Meeting Minutes**  
**May 21, 2009**

**Present:** Matt Matteson, Maxine Meyer, Catherine Parker, Sonny Paszak, Jeanette Pederson  
Pat C. Peters, Bill Schell, Peter Wolk and Carol White  
**Staff:** Dianne Jacobson, Stephanie Schroeder  
**Guests:** Frank Peters

**Call to order:** Called to order by D. Jacobson at 12:00 p.m. at the Oneida Senior Center, It was noted that the agenda was properly posted and the media notified.

**Approval of Agenda for May 21, 2009:** Motion by P. Wolk to approve the agenda and take items out of order if needed., second by P. Peters. Motion carried.

**Election of Officers for Term May 2009 – April 2010:**

Chairperson: Motion by J. Pederson to nominate S. Paszak. Motion by B. Schell to nominate P. Wolk – P. Wolk declined. No other nominations were made. Motion by C. White to close nominations with a unanimous ballot. Motion carried.

S. Paszak took over conducting the meeting.

1<sup>st</sup> Vice Chairperson: Motion by M. Matteson to nominate C. Parker. No other nominations were made. Motion by P. Wolk to close the nominations with a unanimous ballot. Motion carried.

2<sup>nd</sup> Vice Chairperson: Motion by M. Matteson to nominate B. Schell. No other nominations were made. Motion by J. Pederson to close nominations with a unanimous ballot. Motion carried.

Secretary/Treasurer: Motion by C. Parker to nominate P. Wolk. No other nominations were made. Motion by B. Schell to close nominations with a unanimous ballot. Motion carried.

P. Wolk was then thanked for his term of service as Chairperson.

S. Paszak requested that in the near future we invite someone from GWAAR to give the Commission an update.

**Approval of Minutes from April 16, 2009:** Motion by P. Wolk to approve the minutes of the April 16, 2009 meeting, second by B. Schell, Motion carried.

**Date of Next Meeting:** The next meeting will be June 18<sup>th</sup> at the Lakeland Center in Woodruff. Transportation will leave OCDOA at 11:15 and we will have lunch at Woodruff at 12:00. Those not planning to leave from Rhinelander are P. Peters, B. Schell and C. White.

**Coalition of Wisconsin Aging Groups (CWAG):** Fred Radtke, District 7 from St. Germain was unable to attend and will be on the next Agenda.

**Activities & Volunteer Coordinator Vacancy Report:** After 29 years of service, S. Hedberg's last day will be Friday June 12<sup>th</sup>. The COA was invited to join in her retirement party scheduled for that day from 1 until 3 p.m.

**Secretary 1 Vacancy Review:** With S. Schroeder filling S. Hedberg's vacancy, the secretary position at the front desk will be vacant due to the 6-month hiring freeze. The COA directed D. Jacobson to make an appeal to forgo the freeze at the next county board meeting. D. Jacobson had already been investigating the possibility of obtaining a secretarial intern from Nicolet College but it would only be for 210 hours. The COA approved of the idea and also that D. Jacobson approach LRES to request a re-evaluation. Motion by B. Schell for D. Jacobson to approach LRES on May 27<sup>th</sup> to inform the committee of the situation at OCDOA and let them know that an intern

is being pursued "in good faith" to help with the vacancy. Second by M. Matteson. After the 210-hour allotment is used, it was recommended D. Jacobson return to LRES to request a permanent replacement within the 6-month freeze.

**Finance Committee Program Reduction/Revenue Generating Hearings:** It was noted that \$10,000 was already returned to the county and there was also a potential \$500 in conference fees that may go back as well. Also an additional \$4,000 from Social Services that they were given to assist with client nutrition evaluations but since they no longer have the personal, the money was returned to OCDOA. Motion was made by M. Matteson that D. Jacobson present the return to County Board for the 2009 current budget, second by J. Pederson. Motion carried.

**Policy for Carry-Forward Accounts:** In packet – D. Jacobson to present policy to Brian Desmond for any needed refinements.

**Dining Site Agreements and non-budgeted expenditures:** A request for financial assistance from the Lakeland Center for replacement furnaces was in the packet and reviewed as well as the signed legal agreement and Addendum A between OCDOA and the Lakeland Center. Also included was a list of small charges (some of which overlap). These issues will be further discussed at the next meeting.

**Human Service Center Workgroup Report:** Next meeting will be May 26<sup>th</sup>.. All previous requests for changes were approved by a vote of 19 to 0.

**Greater Wisconsin Agency on Aging Resources, Inc. (GWAAR) Report:** Newsletter in packet.

Director's Report:

**Monthly Departmental Reports:** Under the nutrition report, the state procedures on prayer were reviewed. Motion by P. Wolk to adopt the procedures and send them to all the meals sites, second by C. Parker. It was noted under transportation that Ridership continues to go up. Under the Advisory report D. Jacobson reported that some of the Advisory Board members attended a Senior Center Statewide Director's meeting in Stevens Point on April 30<sup>th</sup> and council members decided to submit payment to pursue getting the Center accredited. Motion carried. Motion by C. Parker to approve all departmental reports, second by B. Schell. Motion carried.

**Vouchers and Bills:** Motion was made by P. Wolk to approve all vouchers and bills, second by B. Schell. Motion carried

**Line Item Transfers:** Line item transfers 17a – 17-C in the total amount of \$36,173 to get items put into budget. Line item 17d in the amount of \$217.00 was to apply program income revenue to over-spent budget lines. Line item transfer 17-e in the amount of \$11,359 was to apply a Medicare grant to the 2009 budget.

**Out-of-County Travel:** None

**Future Agendas:** Fred Radtke will again be on the next agenda.

**Public Comment/Communications:** None

**Adjourn:** Motion by J. Pederson to adjourn the meeting at 2:10 p.m., second by P. Wolk. Motion carried.

Respectfully submitted,



Stephanie Schroeder  
Secretary

P. Wolk  
Secretary

