

# Oneida County Commission on Aging Meeting Minutes

October 14, 2009

**Present:** Sonny Paszak, Jeanette Pederson, Bill Schell, Peter Wolk, M. Matteson, Catherine Parker, and Carol White **Absent with Notice:** Pat C. Peters and Maxine Meyer **Staff:** Dianne Jacobson, Julie Plamann. Others present: Lynn Papineau, Kathy Busko.

**Call to order:** Called to order by Sonny Paszak at 12:45 p.m. at the Nokomis Town Hall in Nokomis Township of Oneida County, Wisconsin, noting that the agenda had been properly posted and the media notified. Prior to meeting commission members and staff toured the facility and participated in the Senior Dining meal.

**Approval of Agenda for October 14, 2009:** Motion Pederson/Wolk to approve the agenda. All ayes. Motion carried.

**Approval of Minutes from September 17, 2009:** Motion Wolk/Schell to approve the minutes of September 17, 2009 meeting. All ayes. Motion carried.

**Date/Time and Locations of Future Meetings:** Thursday, November 19<sup>th</sup> and December 17<sup>th</sup> at the Oneida County Senior Center at 12:00 p.m.

**Contracts for 2010:** The Nutrition Sub-Committee met at 12:15 p.m., but was unable to come to a consensus and therefore did not have a recommendation for the 2-yr catering contract for the nutrition/meals program. Jacobson outlined the three bids prices that had been submitted to the dept. CBM bid \$3.22 per meal; the Travel Air'e Restaurant bid \$3.50 per meal and Lynn's Catering bid \$3.70 per meal. Price is not the top criteria and the department is not held to accept the low bid.

Although a representative did not attend the meeting, CBM presented a very thorough bid. They hold the current food/meals contract for the Oneida County Law Enforcement Center and would use those facilities to prepare the catered meals for the Dept. on Aging. Their proposed bid would mean increased use of the Law Enforcement Center kitchen facilities and would generate extra rent for that department. The Travel Air'e bid was incomplete, as it did not contain a delivery route plan. Lynn's Catering holds the current contract, has been a quality provider and presented a competitive bid.

Concerns discussed: possible diminished service quality with use of a large company, possible loss of clientele due to different/new food service discontent, the 30-day cancel clause, saving funds over a 2-yr contract, the mandated bid process and decision by November 2009, contacting references given on bids, support of local small businesses, federal funding, no impact to county levy, quality of known service compared to a company with bad references but with cost savings.

Motion Parker/Wolk to accept the bid from Lynn's Catering for the 2010-2011 Caterer Contract. All ayes on hand vote. On roll call vote: 7 ayes, 0 no votes. Motion carried.

## **Department on Aging Building Committee Update:**

Jacobson briefly recounted events of the Oct. 12th Building Committee meeting, stating that the 18 to 20 options had been narrowed down to a possible 6. Jacobson and Krouze of Buildings & Grounds will fashion a matrix to compare the remaining 6 sites. Costs of existing buildings, and what would work best for the Department on Aging was discussed, as was inclusion of space for the Aging and Disability Resource Center (ADRC).

**Family Care Committee Update:**

Paszak and Jacobson reviewed options and choices, noting that ADRC will help persons to avoid using public assistance programs as their only choice. A multi-county meeting is scheduled for October 28, to move forward in developing an ADRC plan, with 2 to 3 persons from Oneida, Vilas, Forest, Florence and Taylor counties attending. The goal is to have the ADRC application ready to submit to the State of Wisconsin by January 2011.

**Director's Monthly Report:** No report.

**Monthly Departmental Reports:** Reports reviewed.

Motion Wolk/Schell to accept and approve the monthly departmental reports. All Ayes. Motion carried.

**Vouchers and Bills:** Motion Wolk/Schell to approve all vouchers and bills as presented. All Ayes. Motion carried.

**Line Item Transfers:** Motion Wolk/Matteson to approve the line item transfer as presented. All ayes.

**Out-of-County travel:** Jacobson will travel to Green Bay to attend the Greater Wisconsin Alzheimer's Executive Director interviews at no expense to the County.

Motion Schell/White to approve out-of-county travel as presented. Motion carried.

**Topics for Future Agendas:** Building Committee update, Bylaws for the Senior Center Advisory Committee.

**Public Comment/Communications:** None

**Adjourn:** Motion White/Pederson to adjourn at 2:10 p.m. All ayes, motion carried.

Respectfully submitted,

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Julie Plamann  
Recording Secretary

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P. Wolk  
COA Secretary