

Aging & Disability Resource Center Board Meeting
January 31, 2018
Conference Room 125

The Committee was called to order on January 31, 2018, in Room 125 of the Crawford County Administration Building by Kersten Rocksvold. Present were members of the Aging Committee: Kersten Rocksvold, Don Stirling and Wayne Jerrett, Jr, and members of the Advisory Committee: Nicky Penfield, Karla Troester, Diane Koth, Nancy Ostrander and Rodney Boardman; Director Jeanne Christie and Jeanne Palmer Administrative Assistant. Eunice Key was excused.

Kersten Rocksvold verified the posting of the agenda.

Motion to approve minutes of previous meeting November 29, 2017 made by Rodney Boardman.
Motion second by Karla Troester. Motion carried.

ADRC Operations Report – Nutrition, Transportation, NFCSP, Information & Assistance, Elder and Disability Benefit Specialists, Outreach, Budget, Regional Board:

Jeanne Palmer reported on the home delivered meals, congregate dining, and transportation programs for the month of December.

Jeanne Christie reported:

- **AARP Tax Volunteers:** The AARP Volunteers will be assisting residents of Crawford County with filing their taxes. This is a free service offered from February 13 to March 22, 2018. Appointments are required by calling the ADRC.
- **I & A Specialists, Elder and Disability Benefit Specialist:** Cris Glawe has retired as of January 16, 2018.
- **Director's Report:** Jeanne Christie informed the board she has submitted her paperwork for retirement effective April 2, 2018.
- **Advocacy Issues:** Jeanne Christie reported on the Silver Alert Bill which is supposed to be scheduled for a vote by the full Assembly in mid-February. Silver Alert is for missing elderly persons. A modification to the Silver Alert program would direct law enforcement that issued the alert to refer the person making the report and any guardian of the missing person to a local Aging & Disability Resource Center. The ADRC will be setting up meetings with the local Sheriff and Police Department after the vote.
- **Regional ADRC Board Meeting Highlights:** Jeanne Christie and Don Stirling summarized the December Regional ADRC Board Meeting.

New Employee – I & A Position: Melissa Heisz was hired for the I & A Specialist position. She will start February 5, 2018.

Home Delivered Meal Contract – North Shore Health Community (Formerly Sannes Skogdalen)

The ADRC received the Home Delivered Meal Contract back from North Shore Health Community to provide Home Delivered Meals to the northern part of Crawford County. This is the third year of a three-year contract.

Conflict of Interest Policy: Jeanne Christie shared the Conflict of Interest Policy from the ADRC as well as the Crawford County's Conflict of Interest Policy. She will contact Corporate Counsel regarding questions discussed at this meeting.

Approval of 2018 DOT 85.21 Grant: Jeanne Christie received word our 85.21 DOT Grant (Operational Grant) was approval for 2018.

2017 DOT 85.10 Grant – Minibus Award Status & Motion of Optional Equipment: Motion made by Wayne Jerrett Jr, seconded by Don Stirling to approve the Optional Equipment for the 2017 Minibus (8 passenger) at a price of \$2,030. Motion carried unanimously. This minibus should be arriving in the next couple of months.

2018 DOT 85.10 Grant – Minivan Award Status: The ADRC was awarded the 2018 DOT 85.10 Grant for a new minivan. Delivery of this minivan should be late summer at the earliest.

2019-2021 Aging Plan Surveys: Every three years ADRC Offices have to submit a three-year plan with goals to meet to the state. The Committee discussed community input through listening sessions and surveys will be utilize to gather data. Committee members were given a survey.

Civil Rights Compliance Plan: County departments receiving federal funding are complying with the Civil Rights Compliance Plan every six years. This plan will be done collaboratively with Child Support, Human Services, Health and Human Services Departments.

3-year Nutrition Assessment: Every three years counties are required to have a Nutrition Assessment. The Nutrition Assessment is scheduled to May 2018.

Computer Equipment Purchase: Motion made by Don Stirling, seconded by Wayne Jerrett, Jr to approve the purchase of (four) arm monitors and dual keyboard platforms. Payment for items coming from the Bequest Fund. Motion carried unanimously.

Consider Approval of Monthly Invoices: Motion made by Wayne Jerrett, seconded by Don Stirling to approve the payment of the bills as submitted. Motion carried.

Public Comment according to Wis. Stats. 19.83(2) and 19.84(2): No comment

Next meeting agenda item: Discuss on meeting dates. It was the consensus of the board to switch the ADRC meetings to the last Tuesday of each month.

Set date for next meeting and adjourn: The date of the next meeting is Tuesday, February 27, 2018 at 9:30 a.m. in the County Administration Building, Room 125 with the County Board of Supervisors meeting at 9:15 am to approve the bills. Motion made by Karla Troester to adjourn the meeting, second by Don Stirling. Motion carried.

Respectfully submitted,
Jeanne Palmer, Administrative Assistant