



PORTAGE COUNTY

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CONNECTION
1519 WATER STREET
STEVENS POINT, WI 54481

MEETING MINUTES

COMMISSION ON AGING/AGING AND DISABILITY RESOURCE CENTER BOARD

Thursday, February 3, 2022

4:15 PM

REMOTE ATTENDANCE & COMMENT

To attend this meeting by telephone : dial 1-608-338-1399, after dialing the number you will then be asked to enter in a meeting number. Use the following meeting number: 357 558 400, then press #

To attend this meeting by video: [Click here to join the meeting](#)

Due to COVID-19 and the potential risk to members of the public who attend meetings in-person, any person who plans to attend the meeting remotely, but wishes to comment on an agenda item can send their comments via email to piesikk@co.portage.wi.us. The deadline for sending comments by email is 48 hours prior to the start of the meeting. Emailed comments will be delivered to committee members at least 24 hours prior to the meeting. Remote comment by the public during the meeting will be at the discretion of the Chair.

CALL TO ORDER

Present: Eleanor Brush, Bernie Coulthurst, Chair Bob Gifford, Meleesa Johnson, Catherine Jones Ferk, Lynne Kissner, Mike Splinter, Bill Zimdars, Barb Zwickey

Excused: Judy Ordens

Others Present: Finance Manager David Foemmel, Nutrition Program Manager Kristi Cooley, ADRC Assistant Director Maureen Miller, ADRC Director Cindy Piotrowski, Administrative Associate IV Karen Piesik

PUBLIC NOTICE

Members of the public who wish to address the Committee on specific agenda items must register their request at this time, with such comments subject to the reasonable control of the Committee Chair as set forth in Robert's Rules of Order.

APPROVAL OF MINUTES

1. November 4, 2021 Meeting Minutes

A motion was made by Johnson, seconded by Jones Ferk, to approve the minutes. Motion to approve passed by voice vote, with no negative votes.

REPORTS

2. Review of Vendor Invoice List(s) 2021

1. October 31
2. November 30
3. December 31

Report by Piesik - the overview included a summary of October, November and December 2021 payments.

3. Year to Date Budget Reports
 1. Revenues - November, December 2021; January 2022
 2. Expenses - November, December 2021; January 2022

Report by Foemmel. Finance should have 2021 numbers by tomorrow.

4. Information & Assistance Reports

1. SAMS Agency Call Reports - October, November, December 2021
2. SAMS Call Profiler Reports - October, November, December 2021
3. Long-Term Care Enrollment Reports - October, November, December 2021

Inclusa numbers are decreasing, likely due to the availability of more long-term care options (Lakeland Care, IRIS).

Reports will no longer include information about community relocation. Reports will be compiled on a quarterly basis with reports for each program in different months for future meetings. Numbers have stabilized since Family Care went statewide.

5. GWAAR Board Meeting Draft Minutes - October 8, 2021

a. GWAAR Board Advocacy Update - December 3, 2021

GWAAR, the agency that oversees Older Americans Act (OAA) program funding for the state, is looking for more board members for their state organization.

6. Nutrition Program Advisory Council Notes - November 17, 2021

Report by Cooley - the Nutrition Advisory Council will meet again in February. Congregate dining sites are scheduled to reopen Tuesday, March 1. Grab 'N' Go meals will continue.

Cooley gave an update of the hydroponic growing tower, and offered to show the unit to any interested Board members after today's meeting.

7. COVID-19 Report

Covid numbers in Portage County are declining, but still at a high level. If the decline continues, congregate dining sites will reopen March 1. Square Dancing and other activities may resume in mid-March. People must be vaccinated and masked to participate in classes and programs where social distancing is not possible. The plans will be re-evaluated closer to the openings. N-95 masks will be used by AARP Tax Aide Program volunteers and clients; ionization units were added to the building's HVAC system earlier in the pandemic.

8. Director's Report

Staff have begun to enroll people into the MySeniorCenter program. A registration screen is set up across from Reception, and a wall-mounted screen is located by the Dining Room entrance. American Rescue Plan Act (ARPA) funds will be used to purchase scanners for the dining sites. Piotrowski invites volunteers to assist people with registration.

Some items in the Lobby have been rearranged.

ARPA funds will partially cover the cost for tables, and possibly booths for the Dining Room. Flooring will be replaced in the Dining Room. Other floors will be replaced as funds are available. Seniors will be able to vote on which furniture arrangement they prefer.

Funds were received from ARPA and OAA (at least \$125,000); more will be awarded later.

The cost to replace the dishwasher hood is \$70,000.

All agency brochures will be updated and printed.

Money awarded through the United Way funding agreement will be received.

DISCUSSION/POSSIBLE ACTION

9. Discussion/Possible Action Re: Regarding Special Meeting Attendance (Portage County Ordinance 3.1.47 & 3.1.48)

- Request for special meeting attendance
- Approval of attendance of special meetings

- Special meeting attendance reports

10. Discussion/Possible Action re Rate Changes for Adult Day Center Services

Piotrowski was asked by the Portage County Executive and Finance Department to monitor the sustainability of the Adult Day Center. The program has seen significant fluctuations since covid began. Foemmel and Finance Director Jennifer Jossie have a plan to continue operations by raising hourly fees; rate changes would likely occur starting in April. Inclusa, Inc. has increased dollars paid to providers for services paid by Medicaid. A motion was made by Jones Ferk, seconded by Johnson, to approve the rate increases. Motion to approve passed by voice vote, with no negative vote.

11. Discussion/Possible Action Allowing the ADRC Director to Participate in 2022 Advocacy Efforts Re: Seniors and Adults with Disabilities

A motion was made by Johnson, seconded by Brush, to approve. Motion to approve passed by voice vote, with no negative votes.

12. Discussion/Possible Action re 2022 Leases and Contracts:

1. Discussion on 2022 Leases/Contracts/"For Services" or to "Provide Services" for \$25,000 or Less
2. Discussion on 2022 Leases/Contracts/"For Services" or to "Provide Services" for \$25,001 - \$99,999
3. Discussion on 2022 Leases/Contracts/"For Services" or to "Provide Services" for \$100,000 or More

A motion was made by Jones Ferk, seconded by Zimdars, to approve. Jones Ferk motioned to amend the motion to include the contract with the City of Stevens Point for transportation services (omitted from the list of leases/contracts \$100,000 or more). All voted in favor of the amendment. A motion was made by Jones Ferk, seconded by Zimdars, to approve the leases/contracts as amended. Motion to approve passed by voice vote, with no negative votes.

CORRESPONDENCE

13. GWAAR Approval of Portage County Aging Plan 2022-2024

NEXT MEETING DATE

14. Thursday, March 3, 2022 at 4:15 PM in the Multi-Purpose Room or via remote connection.

ADJOURNMENT

A motion to adjourn was made by Splinter, seconded by Coulthurst. Motion passed by voice vote, with no negative votes.

Notice: Any person who has special needs and plans on attending this meeting in-person or remotely should contact the Facilities Office at 715-346-1598 as soon as possible to ensure that reasonable accommodations can be made.

Notice: A quorum of the Portage County Board of Supervisors, or any committee thereof, may be present at this meeting.