



PORTAGE COUNTY

MEETING MINUTES

COMMISSION ON AGING/AGING AND DISABILITY RESOURCE CENTER BOARD

ADRC AT LINCOLN CENTER
MULTI-PURPOSE ROOM OR VIA
REMOTE CONNECTION
1519 WATER STREET
STEVENS POINT, WI 54481

Thursday, March 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: 714 081 764, 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, Judy Ordens, Mike Splinter, Bill Zimdars, Barb Zwickey

Others Present: Finance Manager David Foemmel, Nutrition Program Manager Kristi Cooley, Senior Center Manager Kate Giblin, ADRC Director Cindy Piotrowski, Administrative Associate IV Karen Piesik.

Chair Gifford called the meeting to order at 4:17 p.m.

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. February 3, 2022 Meeting Minutes

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

REPORTS

2. Review of Vendor Invoice List - January 2022

Report by Piesik - \$10,800 was paid for the purchase of the MySeniorCenter program.

3. Year to Date Budget Reports

1. Revenues - February 2022
2. Expenses - February 2022

Report by Foemmel - a difference of \$114,605 between revenues and expenses is because the GWAAR payments for January and February were not paid yet. Piotrowski added that the difference is also due to encumbrances. Foemmel said that Finance is in the process of finalizing 2021 figures. United Way budgets are almost done.

4. Resource Center Reports

1. Disability Benefit Specialist (DBS) Report, October - December 2021
2. Elder Benefit Specialist (EBS) Report, October - December 2021
3. Long-Term Care Facility Report, August - December 2021

Report by Piotrowski - the last quarter of 2021 included Medicare Part D season, reflected in the high monetary impact for the Elder Benefit Specialist (EBS) program.

Long-Term Care Facilities Report - one new facility, The Best Place to Be, has opened in Portage County.

5. Report by Talin Scheuermann, Transportation Superintendent for Central Transportation

Report by Piotrowski (Scheuermann was not present at the meeting) - opening the senior dining sites will impact Central Transportation. Scheuermann found money in the budget to fund a fourth driver to pick up rural residents for shopping trips. New scheduling software will allow drivers to drop a passenger off at a shopping destination and transport another client to a medical or essential business appointment on the same trip.

6. GWAAR Board Meeting Draft Minutes - December 10, 2021

1. GWAAR Board Advocacy Update - February 4, 2022

GWAAR reports the same manpower shortage issues with hiring staff and acquiring volunteers. The organization also seeks members to serve on their board and advisory council.

GWAAR Executive Director Bob Kellerman has announced his retirement.

Advocacy Update - Janet Zander, Advocacy and Public Policy Coordinator, continues work to help pass the bill that includes the Caregiver Tax Credit.

7. Americorps Seniors Advisory Council Meeting Minutes - October 12, 2021

The Retired and Senior Volunteer Program coordinates the AARP Tax Aide Program at the ADRC. In-person appointments have resumed, though the process has changed. A few Marathon County residents were served (that county does not offer a tax program).

8. National Senior Nutrition Program 50th Anniversary

Report by Cooley - the agency will use additional Facebook posts to commemorate the anniversary. Education programs planned for March include Stepping Up Your Nutrition.

9. Nutrition Advisory Council Meeting Minutes - February 16, 2022

Report by Cooley - volunteers are needed at all sites for packing and delivering meals and registration before congregate dining sites can reopen. Piotrowski added that the volunteer shortage is a common issue for programs all over the state. The agency will advertise to recruit volunteers. Grab 'n' Go is now offered at all sites so that Dining Site Managers have a presence in their communities.

Jones Ferk suggested approaching community organizations and businesses for volunteers. Cooley will meet with churches to explain the program and ask that they share information with their groups.

Giblin is planning programs to encourage intergenerational activity; she hopes to bring back the Technology Fair.

10. Discussion/Review of Capital Improvements

1. ADRC Kitchen Dish Machine and Sinks
2. ADRC Dining Room Floor Replacement

1. Dish machine - \$5,000 of American Rescue Plan Act (ARPA) funds can be used toward planning costs for a dish machine and hood. Lincoln Center was not a production kitchen when the last one was purchased.

2. Flooring - funds are not quite enough to purchase the 20-year warranty product. Piotrowski will work with Finance to make it work. Costs will increase as of April 1; Johnson said to expect a 40% increase for materials. Piotrowski said she could move ARPA money to cover levy projects to free up levy dollars. It is cost prohibitive to install a hearing loop in the Dining Room.

11. COVID-19 Report

The ADRC is no longer requiring masks in the building, though they are recommended for unvaccinated individuals. Staff are still required to wear masks until the County policy changes. Portage County now has a low transmission rate for covid.

12. Director's Report

Dementia Awareness Week is May 16-20.

The March/April issue of The Post newsletter has arrived.

Senior Center update by Giblin:
Class leaders are needed.

Giblin polled people with disabilities to find out what they would like to be able to do, and worked with Midstate Independent Living Choices (MILC) to develop new programs accordingly. Adaptive Gardening is a panel discussion/presentation created in partnership with Central Rivers Farmshed. The program, scheduled on Monday, April 18, will feature adaptive tools and equipment, and speaker WAOW-9 Chief Meteorologist Justin Loew. After lunch, a Master Gardener from Giving Gardens will demonstrate potting at Central Rivers Farmshed. Adaptive finishing and hunting presentations planned in the future.

Other news - cardio drumming class has started; card games returned this week.

Splinter suggested purchasing an electric scooter to loan to people for short tours of the area.

Johnson and Zimdars will complete their terms on the Board; the next meeting will be their last.

Johnson informed the Board about the upcoming Health Care Center referendum.

Portage County Solid Waste Department Director Amanda Haffele will present Recycling for Seniors.

The ADRC Employee Handbook, and setting prices for next year will be addressed at the April or May meeting.

DISCUSSION/POSSIBLE ACTION

13. 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

CORRESPONDENCE

NEXT MEETING DATE

14. Thursday, April 7, 2022 at 4:15 PM in the Multi-Purpose Room or via Remote Connection

ADJOURNMENT

A motion was made by Coulthurst, seconded by Splinter, to adjourn. Motion carried, all in favor. Chair Gifford adjourned the meeting at 5:27 p.m.

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.

DRAFT