



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, October 6, 2022

4:00 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: 232 103 387, 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

The Commission on Aging / Aging and Disability Resource Center Board Meeting called to order at 4 p.m. by Chair Jones Ferk.

Members Present, Attending in Person: Eleanor Brush, Bernie Coulthurst, Bob Gifford, Catherine Jones Ferk, Lynne Kissner, Mike A. Olson, Judy Ordens, Mike Splinter. Barbara Zwickey arrived at 4:13 p.m.

Staff Present, Attending in Person: ADRC Assistant Director Maureen Miller, Caregiver Support Services Manager Tonia Simmons, Peggy Konkol Finance, ADRC Administrative Assistant Heather Wynne. Attending Virtually; Senior Center Director Kate Gibling. Nutrition Program Manager Kristi Cooley at 4:15 p.m.

Excused: ADRC Director Cindy Piotrowski.

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. September 1, 2022

Motion to approve Sept 1, 2022 meeting minutes made by Coulhurst, seconded by Olson. Motion passed by voice vote with no discussion or negative votes.

REPORTS

2. Mark Hilliker, Inlusa CEO to discuss merger with Humana

Mark K. Hilliker, Inlusa Chief Executive Officer and Tony Mollica, Humana's Health Plan President for Wisconsin discussed their merger.

If anyone has questions or would like to discuss further feel free to contact Mark Hillikater at mark.hilliker@inlusa.org

3. Volunteer Recognition Event September 13, 2022

Event went well. Good attendance.

4. Resource Center Reports

- SAMS Agency Call Report; June-August 2022

- SAMS Call Profiler; June-August 2022
- LTC Enrollment Report

Numbers remain steady & consistent.

5. Review Vendor Invoice List - August 2022

Only out of the ordinary charge was for the Lacrosse Queen which was the Senior Center trip in August.

6. Year to Date Budget Reports

- Expense - August 2022
- Revenue - August 2022

YTD Budget expenses at 62.9 received & revenue 36%.

7. Directors Report

- Staffing Update
- All Staff Civil Rights Compliance Training

Staffing:

2023 Budget was presented to the County Board Tuesday, October 4th. It was a very tight budget that required some cuts at the ADRC. Programs that require County Levy were under higher level of scrutiny.

Nutrition will no longer be offering the Liquid Supplement Program. Participants will be informed in the near future. Nutrition has had significant increases in costs due to increased transportation costs and increased food costs. This results in the program requiring more County Levy. Nutrition will also have a shift in hours that has both dining site managers working 30 hours per week instead of 1 at 25 and 1 at 35. We will be using ARPA funds next year to help offset the increased food costs.

The RSVP Assistant position is being eliminated due to a reduction in County Levy for the program. The RSVP Manager position is filled and new person should be in place within the next 2 weeks.

In Caregiver Supports 5 hours are being added to an existing position (Nutrition Assistant) to assist with data entry. These hours will be paid for with the NFCSP grant.

As of today, the Adult Day Center is not in the 2023 budget. The County Executive has granted time to try some things to save the program and then put it back in the budget. The ADC has been struggling financially for the last decade, but there was a reserve fund to make up the difference. The reserve fund or fund balance is nearly depleted. To save the program there are some benchmarks that need to be hit including receipt of a grant (that we have applied for), raise money with an appeal letter and increased participation in the program.

Flooring: Done!

All Staff Training: November 29th as required every year.

DISCUSSION/POSSIBLE ACTION

8. Caregiver Support Policy Update

Caregiver Support Policy Update due to state oversight dropped a rule re: number of hours per year respite requirement.

Motion to approve policy update made by Olson, seconded by Gifford. Motion passed by voice vote with no discussion or negative vote.

9. Adult Day Center Grant

Grant reviewed at last meeting but not voted due to wrong position on Agenda.

Motion to approve made by Gifford, seconded by Brush. Motion passed by voice vote with no further discussion or negative votes.

10. Next Meeting Date

Hold meeting as regular scheduled on November 3rd with Maureen running it.

11. 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

Special meeting attendance forms completed for Volunteer Recognition event held on September 13th. Motion to approve made by Splinter.

CORRESPONDENCE

None.

NEXT MEETING DATE

Thursday, November 3rd at 4 p.m.

12. TBD

ADJOURNMENT

Motion to adjourn made by Gifford, seconded by Ordens.

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 Pottage County Board of Supervisors, or any committee thereof, may be present at this meeting.