



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, December 1, 2022

4:00 PM

Multipurpose Room

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: 249 522 214 583, 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 & INTRODUCTIONS

Call to order made by Chair Jones Ferk at 4:03 p.m.

Members in attendance: Bernie Coulthurst, Barbara Zwickey, Lynne Kissner, Judy Ordens, Eleanor Brush, Mike Splinter, Ann Hubbard, Mike A. Olson, Cathy Jones Ferk

Unexcused: Bob Gifford

Staff in attendance: Director Cindy Piotrowski, Assistant Director Maureen Miller, Finance Manager Peggy Konkol, Caregiver Services Manager Tonia Simmons

Staff attending virtually: Corp Council David Hickethier, Finance Director Jennifer Josie, Nutrition Manager Kristi Cooley, Senior Center Manager Kate Giblin, Administrative Assistant Heather Wynne

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 3, 2022
November 22, 2022 Special Meeting

Motion to approve minutes made by Coulthurst, seconded by Ordens. Motion passed by voice vote with no discussion or negative votes.

REPORTS

2. Resource Center Reports
 - EBS Report July-September 2022
 - LTC Enrollment Report October 2022

Miller reported EBS 7/1-9/30/2022 & LTC reports remain steady. Nothing out of the ordinary.

3. Review Vendor Invoice List - October 2022

Wynne reported nothing out of the ordinary on Vendor Report through October 2022.

4. Nutrition Advisory Council Minutes

Manager Cooley reported the Advisory Council had a good meeting including discussing how to make congregate meal sites more

appealing. No questions from the Board.

5. Directors Report

Director Piotrowski reported Coulthurst reached out with interest being part of the Marketing Committee for the ADC. Olson is still interested. Coulthurst shared a flyer & business card he created for the program.

Holiday celebrations are moving forward for participants and employees. Holiday lunch December 20th, Pacelli choir concert December 13th, lobby tree should be up soon.

Tax Service prep ramping up. Appointments will be scheduled through 2-1-1. Will be meeting in person this year. A donation was received to assist with program.

DISCUSSION/POSSIBLE ACTION

6. Discussion/Possible Action 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

No special meeting requests.

7. Evidence-Based LEAF Grant

WHIA grant on Evidence Based falls prevention program applied for. Letters of support received.

8. Adult Day Center Resolution

ADC's current enrollment is 22 registered with 14 being active.

Notice of closure was sent to participants to meet the 30 day notice requirement to participants, Includa, DHS and others in case funding is not received for January. Also included the program is trying to be saved.

Resolution will go to Finance meeting December 12th then to County Board.

Motion to approve resolution made by Coulthurst, seconded by Brush. Discussion to correct grammatical errors found.

Motion to amend made by Splinter, seconded by Ordens. Motion passed by voice vote with no further discussion.

Motion to approve Resolution as amended and send to Finance then County Board passed by voice vote with no further discussion.

9. Budget Amendment Transfer Request for Adult Day Center

CORRESPONDENCE

NEXT MEETING DATE

10. Thursday, January 5, 2023 at 4 p.m.

ADJOURNMENT

Motion to adjourn made by Coulthurst, seconded by Splinter.

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.