

**AGING AND DISABILITY RESOURCE CENTER BOARD MEETING
MINUTES**

Polk County Government Center

July 22, 2022

9:30AM

Members Present: Fred Eaves, Dorothy Richard, John Helling, Sharon Kelly, Barb Behan, Dick Klawitter, Terri Stone, Jim Paden, and Amy Middleton

Members Absent: Jennifer Bearheart, Tracy LaBlanc, Lisa Mosay, and Barb Kass

Others Present: Laura Neve, Symone Sine, Angie Joy, and Nicole Coulter

Call to Order: 9:30 AM by Chairman John Helling

Moment of Silence

Pledge of Allegiance

Approval of Amended Agenda: Motion to approve the agenda was made by Dorothy Richard, seconded by Dick Klawitter. Motion carried.

Approval of Minutes of the February 18, 2022, meeting: Motion to approve the minutes was made by Sharon Kelly, seconded by Dorothy Richard. Motion carried.

Public Comments: None

Program Updates:

Supervisor Angie Joy stated the ADRC is still hiring for an Information and Assistance Specialist. The Tribe has an Aging Manager position open. Lastly, Angie Joy shared the Dementia Care Specialist is doing a great job!

Laura Neve shared the nutrition update for Sabrina Naglosky. The meal sites are fully staffed, and the program is getting back to pre-pandemic standards. The waiver was pulled as of April 1st therefore the home delivered meal recipient must be homebound. Laura Neve discussed GWAAR has invited the nutrition team to a hands-on cook class at UW-Stout in August. Director Neve stated we are currently over 400 meals up from pre-pandemic numbers for home delivered meals. The home delivered meal count is remaining high. Laura Neve mentioned the Polk County Aging Advisory needs a new member. Lastly, Director Neve shared the volunteer picnic will be September 14th from 1-4pm in Frederic at Coon Lake Park.

Retiring Staff Presentation: Barb Engelhart

Laura Neve shared a touching letter with a gift to Barb Engelhart to thank her for the 30 plus years with us and congratulate her on her retirement. Laura Neve shared stories of working with Barb Engelhart throughout the years. Barb Engelhart thanked us all and loved working with the ADRC stating she was born to do this job. Dorothy Richard commented how she has enjoyed working with Barb Engelhart throughout the years. Dick Klawitter commented stating

Barb Engelhart has been a blessing to so many people. Angie Joy commented about the ease and compassion talking with Barb Engelhart. Angie Joy thanked Barb Engelhart for everything she brought to the agency.

New Staff Introduction: Symone Sine

Symone Sine introduced herself as the Resource Specialist. Symone helps with fairs, public appearances, and the voice. Symone has a bachelor's degree in political science from UW-Lacrosse. The board welcomed Symone Sine!

Action Item: 2023 Proposed Budget (action: Burnett's)

Laura Neve discussed the proposed budget for 2023. Polk is the fiscal agent of the contracts except transportation. There are two separate budgets for Burnett and one for Polk, but they are all tied together. Both counties' personnel fees are projected at three percent. Director Neve discussed we have no control over the personnel expenses as it is Administration controlled. Laura Neve stated she can move contract dollars from county to county. Director Neve mentioned the tribe has the new option of providing some more services on their own. There is a chance they may go it alone which would cause us to lose grant money. The budget shows a significant increase in meal costs. Another increase in the budget is health insurance as we have a new hire which takes full insurance.

Laura Neve stated we need to vote on Burnett budget only. Director Neve stated the most significant change in the Burnett Aging budget is the nutrition program with the raw food increase, meal trays, and delivery increase. The meal tray costs could go down as the nonqualified home delivered meal recipients should be removed and get moved over to congregate.

Director Neve asked to take action on the operational budget to move to next level of Burnett County's process. Motion to approve the proposed budget was made by Dorothy Richard, seconded by Jim Paden. Motion carried.

Director's Report

Director Neve discussed the minibus stating the funding approval goes through Polk County through the full RFP process which is submitted through Administration. The RFP will be posted for two weeks starting July 22nd and ending August 5th. They will be reviewed on August 8th. Laura Neve stated if we can find a used minibus only up to two years old, we would accept that instead of a new one. Director Neve gave trike update discussing we have four refurbished trikes for each county at Cog and Sprocket which were returned. The ADRC will purchase nine trikes for Burnett this year with their money and Polk money is going to be used for the minibus. Director Neve discussed the Polk County Transportation Feasibility study which is a four-week survey to assess the need of public transportation. The survey goes live July 25th. Laura Neve stated Polk County office is scheduled to move in December to the first floor. Director Neve shared GWAAR is looking for an advisory member. Lastly, Laura Neve shared thank you notes from Unity school and meals on wheels recipients.

Committee Comments

Dick Klawitter mentioned the staff shortage on the local nursing homes. Sharon Kelly stated some nursing homes are getting traveling aides from different states to come fill in. Chairman Helling mentioned the next board meeting should be at the Siren Meal Site. Motion to approve the next meeting at Siren Meal Site was made Dorothy Richard, seconded by Dick Klawitter. Motion carried.

Future Agenda Items

Election of Officers

Future Meeting Dates and Locations

Meal Site-Siren United Methodist Church

24005 1st Ave

Siren, WI 54872

Friday, September 16, 2022

9:30 AM

Adjourned: A motion to adjourn was made by Dick Klawitter, seconded by Dorothy Richard. Motion carried. Meeting adjourned at 11:18 AM

Respectfully submitted,

Nicole Coulter