

Commission on Aging Meeting Minutes

Tuesday, August 15, 2023 - 9:00 a.m.

Government Center Auditorium

Members present: Dick Nerbun, Pam Fall, John Banks, Sharon Rollins, Dave Skrupky, Patti Anderson and Stacey Wenzel
Absent: Karen Novotny
Others present: Jennifer Jako, Terri Mikyska, Alisa Lammers, Mary Updike and Louie Okey
Attending Virtually: None

Chair Dick Nerbun called the meeting to order at 9:00 a.m.

Public Notice Compliance: Terri Mikyska stated we were in compliance with the open meeting Public Notification Laws.

Approval of the Agenda: Patti Anderson made a motion to approve the agenda, Dave Skrupky seconded, motion carried.

Approval of the Minutes (July 18, 2023): Sharon Rollins made the motion to approve the minutes as written, seconded by Stacey Wenzel, motion carried.

Public Comment: None.

Fiscal Report: Terri distributed the July 2023 fiscal summary report and reviewed the program's revenues and expenditures.

2024 Budget Request (vote): Terri distributed the proposed 2024 budget detailing program revenues and expenses and reviewed each program. Terri reviewed a worksheet outlining what the 2023 levy request was, the 2023 budget, and the proposed 2024 budget, along with the suggested 2024 levy request. Our levy request for 2024 would be \$537,326, including in-direct costs. This is an increase from 2023 due to OAA ARPA funding match, in-direct costs, wage/fringe increases and projected service increases. Questions were posed and answered by Terri and Jennifer. Dave Skrupky made a motion to accept the budget as presented, seconded by Patti Anderson, motion carried.

5310 Transportation Grant Application (vote): Jennifer announced that we had submitted our public notice informing our intent to replace a vehicle in our fleet with an ADA accessible mini-van rear entry vehicle. Replacement for van #16 of our fleet is due to high mileage and has met its useful life per DOT requirements. This is a competitive grant with an application deadline of August 25th. We were awarded for the last two years but have not received either vehicle yet due to supply chain issues. Pam Fall made a motion to approve the 2024 Section 5310 Application for Vehicle Capital Grant for submission, Patti Anderson seconded, motion carried.

New Kitchen Update: Jennifer reported that the next special kitchen committee meeting is this Friday, August 18th. This committee approves invoices and/or any major changes. Jennifer and Darby also attend a contractors meeting to discuss progress bi-weekly. Colors for the floor and walls have been picked. We have reached out to peers in Eau Claire and Portage Counties who have recently built or updated kitchens.

Advocacy and legislative issues: Jennifer distributed the Wisconsin Aging Advocacy Network Advocacy Alert and wanted to draw attention to 3 items: Healthy Aging Grants Legislation, Aging Advocacy Day – May 14, 2024 and the FY 2024 Older Americans Act (OAA) Funding. Please reach out to your state and federal legislators regarding increasing our OAA funding and not decreasing our NSIP funds.

Staff Report & Program Updates: (a) Nutrition & Transportation Programs – Jennifer reported that because we receive 85.21 & 5310 funding we are required to have a Transportation Coordination Plan which needs to be completed every 5 years. On August 24th in Room 110 of the Government Center we are holding the planning meeting from 1:30 – 3:30 p.m. The West Central Regional Planning Commission runs the meeting and all transportation stakeholders give input to develop a plan to meet the transportation needs of Barron County. Last month we advised the COA of a couple of local policy changes in our local HDM program. As of 8/1/23 participants are no longer able to leave a meal in the fridge for people who leave a note on the door indicating they are gone. Per the state, we have to hand the meal to a person, a family member or a neighbor. As of 7/1/2023 we are no longer serving persons under 60 a HDM when they are enrolled in a LTC program – decision made as we looked at capacity issues and to be consistent with our mission of serving those 60+. There have been a few unhappy customers who we are working with. (b) Daybreak/Family Caregiver/Health Promotion Programs – Alisa Lammers reported that Daybreak enrollment is steady at around 8 participants a day in both locations. The Daybreak bus is back and running. She reported the Caregiver Skill Fair was held on July 25th with 9 family caregivers attending. Alisa reported on the Walk & Roll event, supporting paid caregivers, was held on August 9th at the Cedar Mall and we had 13 vendors and 10 community members attend. Stepping On Falls Prevention workshop started in Rice Lake last Thursday and have 16 people attending with a “waiting-list”. There are still spots available for the evening workshop being held in Almena. The upcoming virtual Living Well with Chronic Conditions is tailored to those living with arthritis. Alisa and Trisha did outreach at the Fair Booth on Friday, July 21st, for Senior Day. (c) ADRC report – Mary gave an update on “unwinding”. Gearing up for Medicare Part-D. (d) Director’s updates – Jennifer reported that our 3 year Aging Plan is due for its Self-Assessment in September. Next year we will be creating a new Aging Plan. Jennifer gave an update on the Volunteer Onboarding project (working with Corp Counsel) to get a process in place for filling out an application, background checks (including driver, sex offender, CCAP), and tracking of volunteer hours. We will be mailing applications to current volunteers on September 5th.

Future Agenda Items – 85.21 grant application (vote)

The next meeting is scheduled for Tuesday, October 17th, 2023 at 9 a.m. at the Government Center Auditorium in Barron.

Sharon Rollins made a motion to adjourn the meeting at 10:35 a.m., Stacey Wenzel seconded, motion carried.

Respectfully submitted,

John Banks, Secretary
Recording secretary: Terri Mikyska

Minutes are not official until approved at next meeting.