

## Commission on Aging Meeting Minutes

Tuesday, March 19, 2024 - 9:00 a.m.

Government Center Auditorium

Members present: Dick Nerbun, John Banks, Sharon Rollins, Dave Skrupky, Stacey Wenzel, Patti Anderson and April Miller  
Absent: Pam Fall and Karen Novotny  
Others present: Jennifer Jako, Terri Mikyska, Trisha Witham, Alisa Lammers, and Mary Updike  
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:** John Banks made a motion to approve the agenda, Patti Anderson seconded, motion carried.

**Approval of the Minutes (November 21, 2023):** Stacey Wenzel made the motion to approve the minutes as written, seconded by Sharon Rollins, motion carried.

**Public Comment:** None.

**DCS – 2024 Work Plan & Updates:** Trisha educated the board on the role a DCS plays in our agency and her scope of services. Her position has three major focus areas: ongoing training and support for ADRC staff to be dementia capable, create dementia friendly communities, and one-on-one support for caregivers and families living with dementia to prevent crisis. Trisha Witham shared her work plan for 2024. Brain health education was a top topic last year and we have great volunteers leading Boost Your Brain & Memory, WITS Works, and Growing Connections workshops. Memory Screens are available year around.

**Fiscal Report:** a. 2023 Year End – Terri distributed the 2023 Year End fiscal summary report and reviewed the program’s revenues and expenditures with changes in budgets due to additional ARPA funding. b. February 2024 – Terri distributed and reviewed the February 2024 fiscal summary report.

**2025-2027 Aging Plan:** Jennifer reviewed the purpose and need for the 2025-2027 Aging Plan. A survey has been created to assist with gathering community input by use of a QR code, website or paper copy thru the end of March to best understand what the top needs are in the community. This process take all year from collecting community input, creating goals for ourselves, bringing to the COA and holding a public hearing. Focus groups will be created and results will be shared with the community.

**Health Promotions & Confident Caregiver Series:** Alisa reviewed 2024 workshops. In 2023 we kicked off the year with two new programs: Walk with Ease – a 6 week self-directed Arthritis workshop and Eat Smart, Move More, Weight Less – a 15 week virtual program provided by the North Carolina State University. We rejuvenated the Stepping On program and are currently working with all three health systems to get more leaders trained and expand our number of classes. UW-Extension is providing the Strong Bodies in person classes offered in Barron County.

Confident Caregiver Series – a flyer was distributed marketing together all the different caregiver supports offered throughout the year.

**Advocacy and legislative issues:** Jennifer announced that the annual Aging Advocacy Day is being held at the Capitol on Tuesday, May 14<sup>th</sup> with the four topics being: increase in ADRC funding, HDM funding, transportation funding, and caregiver support. If you are interested in attending, contact Jennifer and she will get you registered. With the redistricting and the new maps, we may have new legislators. Also noted we may have new County Board members who will need educating on our programs.

**Staff Report & Program Updates:** (a) Nutrition & Transportation Programs – Jennifer reported that there will be a tour of our new kitchen later in the meeting. The project was on time and went really well, under budget and staff are really happy. Maintenance have been amazing to our staff with the transition. Staff report improved organization and efficiency. Celebrated one year at our restaurant model site, Lona's. Lona's served 4,127 meals to 714 different participants in our first year. The Rice Lake Dining site is doing some renovations. We are monitoring the new suggested contributions that started January 1<sup>st</sup>. Transportation - AddLIFE transportation will be receiving a new Ford Transit Van next week with a second one arriving in another month. (b) Daybreak & Family Caregiver Programs – Alisa Lammers reported that Daybreak is going well and has openings at both sites. They will be holding a fundraiser this summer at Music in the Park on June 12<sup>th</sup> at 6 p.m. (c) ADRC report – Mary reviewed the 2023 4<sup>th</sup> quarter and year end Long Term Care contact and case numbers. She announced that our Elderly Benefit Specialist, Mary Simpson, will be retiring the end of April. A replacement, Abby Wendland, will be starting April 1<sup>st</sup>. The County Board has approved the hiring of a 3rd I&A Specialist with the increase in ADRC funding allocation we are receiving. Mary Updike announced her retirement in December 2024. (d) Director's updates – Jennifer stated that we are experiencing some very painful retirements with longevity and institutional knowledge. Our CHW grant that was extended by the State to March 2025 currently has a staff on a medical leave. She was helping with the HDM high risk individuals. The State Conference is being held in April and we have four of our staff presenting. We are in the planning stages of our annual volunteer recognition event.

**Kitchen Tour:** Jennifer gave the Commission a tour of the new kitchen.

Future Agenda Items – Aging Plan, Staffing

The next meeting is scheduled for Tuesday, May 21st, 2024 at 9 a.m. at the Government Center Auditorium in Barron.

Dave Skrupky made a motion to adjourn the meeting at 10:57 a.m., Stacey Wenzel seconded, motion carried.

Respectfully submitted,

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John Banks, Secretary  
Recording secretary: Terri Mikyska

Minutes are not official until approved at next meeting.