

**ADRC of Florence County Governing Board (formerly Commission on Aging)**

Thursday, March 26, 2015- 5:50 p.m.

2<sup>nd</sup> Floor, Courthouse, Florence, WI 54121

**Attendance:** The ADRC/Commission On Aging Governing Board met pursuant to adjournment on Thursday, March 26, at 5:50 p.m. at the Florence County Courthouse. The meeting was called to order by the Chairperson H. Stratton. Members present: H. Stratton, T. Sonkowsky, K. Wertanen, and E. Kelley. Excused: L. Neuens, B. Bock and B. Neuens. Absent: B. Behrman, C. Halada and M. Burnett Also attending was ADRC/Aging Unit Director Barb Bauer. It was moved by S. Johnson and seconded by T. Sonkowsky to approve the minutes of the January 2015 meeting as printed. Motion carried.

**Agenda:** It was then moved by K. Wertanen and seconded by S. Johnson to approve the agenda as posted. Motion carried.

**Staffing Issues Update:** Staffing issues were discussed. These were discussed in the context of needs of the program and potential cuts proposed in the 2015-17State Budget which could ADRC funding. Bauer announced that she has received resignations from Cindy Throm the office program assistant who is retiring after 25 year of dedicated service and Doris Smith, head cook/meal site manager in Florence. Both were accepted with regret and appreciation for their hard work and years of service. After discussion it was moved by S. Johnson and seconded by E. Kelley to recommend to the County Personnel Committee that the Office Assistant position not be filled until future funding for ADRC is known and to allow current staff to work 40 hours per week as needed in the interim. Motion carried. It was then moved by S. Johnson and seconded by T. Sonkowsky to recommend to the Personnel Committee that the Head Cook/Site Manager position at Florence be advertised and filled. Motion carried.

**Nutrition Program:** Bauer reported that work will be done on renovations at the Hillcrest center using the revitalization grant funds the week of April 6-10, 2015. An open house with tables to draw interest to potential programming at the site will be held on May 7, 2015. In lieu of the resignation of the Florence Head Cook/Site Manger it was moved by S. Johnson and seconded by E. Kelley to table discussion on days of operation until the position is filled. Motion carried. It was also mentioned that the dishwasher/sanitizer at Florence is need of replacement. Quotes will be gotten and Bauer will proceed with purchase.

**2014 Self Assessment:** The annual self assessment required by the Greater Wisconsin Area Agency on Aging (GWAAR) was reviewed. Board members offered suggestions for inclusion of work done with Project Lifesaver as well as other programs and wording changes. After discussion it was moved by K. Wertanen and seconded by S. Johnson to approve and send to GWAAR. Motion carried.

**Transportation Program:** Bauer requested permission to seek bids for the purchase of a new car for use in the transportation program. She explained that DOT funds exist for such a purchase. If funds are not used they must be returned to the State. The funds would be used to replace the 2005 Taurus. It was moved by S. Johnson and seconded by E. Kelley to put this out on bids and to explore if other departments are interested in the 2005 Taurus or if it should be offered in trade. Motion carried.

**2015-17 Proposed State Budget:** Discussion was held on the potential adverse impact of proposals in the State budget as it relates to ADRC service delivery, Long Term Care, Family Care and Senior Care. Information and addresses were distributed to members for their use. It was moved by S. Johnson and seconded by E. Kelley to send a resolution to the Legislative Advisory Committee of the County Board of Supervisors for consideration and then onto the full County Board for adoption. Motion carried.

**Administrators Report:** It was moved by S. Johnson and seconded by T. Sonkowsky to approve out of meetings as requested by the Director. Motion carried. SAMS data entry was discussed. Board member recruitment was also discussed.

**Future Agenda Items:** Open house at Hillcrest Dining Site and update on budget proposals.

**Next Meeting/Adjournment:** Being that there was no further business to be discussed at this time, it was moved by E. Kelley, seconded by S. Johnson and voted unanimous to adjourn to Monday, April 27, 2015. (Please note that this date will be in conflict with EDC meeting and will need to be rescheduled).

Respectfully Submitted,

Barbara Bauer, Director