

Florence County Commission on Aging  
Thursday, February 21, 2013 – 5:30 p.m.  
2<sup>nd</sup> Floor Conference Room, Florence, WI 54121

**Attendance:** The Florence County Commission on Aging met pursuant to adjournment on Thursday, February 21, 2013 at 5:30 p.m. at the Florence County Courthouse. The meeting was called to order by the Chairperson Susan Theer. Members present: Sherry Johnson, Susan Theer, Tina Sonkowsky, John Halada, Cindy Halada, Fumiko McLain, Karen Wertanen, and William Behrmann. Excused: Ron Erickson and Bruce Osterberg. Also attending ADRC/Aging Director Barb Bauer.

**Minutes/Agenda:** It was moved by Johnson and seconded by J. Halada to approve the minutes of the 1/24/13 meeting as printed. Motion carried unanimously. On a motion made by McLain, seconded by Wertanen and voted unanimous the agenda was approved as posted.

**Nutrition Program:** Bauer reported that she has not received any applications as a result of the ad for casual help. She did send out one application but has not received anything back. The process for hiring casual/sub help was discussed and reviewed. It is the understanding that since we have approval of the Personnel Committee from their February meeting we can hire casual/substitute help. Susan Theer and Karen Wertanen will interview any applicants with the Director. Bauer also reported on some maintenance issues experienced over the past month at both Florence and Homestead. Both have been corrected by the Towns and utilities at the present time.

**Benefit Specialist Program:** Bauer reported that permission was received from Personnel at their February meeting to hire to fill the vacant position. The advertisement was run in the Iron Mountain Daily News and Florence Mining News and was put out on Badger Aging list serve. Discussion followed. It was moved by Johnson, seconded by J. Halada and voted unanimous to proceed with interviews of the applicants who met the degree qualifications advertised. John Halada, Susan Theer, Tina Sonkowsky, Karen Wertanen, and Fumiko McLain will serve as the interview committee and make their recommendation to Personnel Committee. Sandy Martin of the Greater Wisconsin Agency on Aging Resources (GWAAR) will also be a part of the interview panel. The interviews will be held on March 4, 2013.

**ADRC:** Bauer reported that she has advertised for ADRC board members. We are waiting to see if current board member Sonkowsky can serve as the representative of the Developmental Disabled population. Because we have five county board members on the Commission on Aging two board members will have to step down. We are also in need of two more representatives for older people. If we are not able to achieve this we will have to reduce the size of the ADRC Governing Board and maintain a separate Commission on Aging and ADRC Governing Board.

**2012 Aging Unit Self Assessment:** The 2012 Aging Unit Self Assessment was reviewed which included goals identified in the 2010-12 plan of work and progress and outcomes met. It was moved by Behrmann and seconded by Johnson to approve the 2012 Aging Unit Self Assessment as presented and submit to GWAAR for approval. Motion carried.

**Administrator's Report:** Bauer discussed travel and training requirements for the department in the various program areas. It was moved by Johnson and seconded by J. Halada to approve the attendance at necessary meetings and associated travel understanding that other out of state and special trainings

must be approved in advance. Motion carried. Bauer also reported that preliminary numbers for the 2012 budget are favorable.

**Identification of Future Agenda Items:** Advocacy for hospice services and expanded VA home care services will be put on the April agenda.

**Next Meeting/Adjournment:** The next meeting date was tentatively set for Wednesday, April 17th at 5:30 p.m. . It was then moved by Behrmann and seconded by Johnson to adjourn. Motion carried.