

## **ADRC of Florence County Governing Board/Commission on Aging**

Wednesday, Nov. 20, 2013 – 5:30 p.m.

2<sup>nd</sup> Floor Conference Room, Florence, WI 54121

**Attendance:** The Aging and Disability Resource Center of Florence County Governing Board/ Commission on Aging met pursuant to adjournment on Wednesday, Nov. 20, 2013 at 5:30 p.m. at the Florence County Courthouse. The meeting was called to order by the Chairperson Susan Theer. Members present: Susan Theer, Tina Sonkowsky, John Halada, Cindy Halada, Ron Erickson and Fumiko McLain. Excused: Bill Behrman, Karen Wertanen and Sherry Johnson. Also attending ADRC/Aging Director Barb Bauer.

**Minutes/Agenda:** It was moved by Erickson and seconded by J. Halada to approve the minutes of the Oct. 30, 2013 meeting as printed. Motion carried unanimously. On a motion made by Sonkowsky, seconded by McLain and voted unanimous the agenda was approved as posted.

**Nutrition Program:** A lengthy discussion was held on the maintenance problem at the Homestead center. Test results were distributed. They indicated no toxic mold was present. The report did indicate the presence of an allergen Aspergillus Penicillium-like spores and stated the presence of Aspergillus/Pencillium like spores indoors at the levels indicated will produce allergic reactions and/or more serious health effects in most people, with young children and the elderly being especially susceptible. Theer and Bauer reported that they met with Town Board Chair Eleanor Trossin and Clerk Linda McLain to discuss remediation and Town concerns for continued cost of maintenance the result being a mutual decision to pursue relocating the site to the Hillcrest location. It was then moved by Erickson and seconded by Halada to approach the School Board and NWTC to make the Hillcrest site our new location for the Aurora/Homestead Senior Dining program. Motion carried. It was then moved by Sonkowsky and seconded by Erickson to make the Florence Senior Dining site the five day a week site. Motion carried.

**Board Member Recruitment:** Bauer reported that another ad was run in the local papers. She asked that board members help to inform people that openings exist on the board and encourage them to consider serving in this capacity.

**ADRC Annual Process Improvement Project:** Bauer reported on the annual process improvement process. She reported that staff has identified internal referrals within the office and partnering agencies as the project to work on.

**Hospice:** Bauer reminded the board that Hospice is currently not available in Florence County. Programs serve all neighboring Counties in both WI and MI – however none of the providers offer the service in Florence County. The ADRC is working to encourage the expansion of one of the programs into Florence County.

**Volunteer Program Development:** Bauer distributed information on development of a volunteer program as a tool to manage the risk associated with the use of volunteers in delivering programs and services. It was moved by J. Halada and seconded by Sonkowsky to bring the information to the Personnel Committee for approval to proceed in the development of a more formal policy and procedure for a volunteer program in the ADRC/Aging Unit. Motion carried.

**Administrators Report:** Bauer reported on recent and upcoming seminars being sponsored by the ADRC. Upcoming travel and trainings were then discussed and approved for attendance at the discretion of the Director.

**Identification of Future Agenda Items:** Items identified include a nutrition program in the Long Lake/Tipler area and the prevention program called “Silver Sneakers”.

**Adjournment:** Being that there was no further business to be discussed at this time, it was moved by McLain and seconded by Sonkowsky to adjourn to January 2014. Motion carried.