

## **ADRC of Florence County Governing Board – Meeting Minutes**

Wednesday, March 25, 2020

### **Call to Order & Roll Call**

The meeting was called to order by the Chair.

Present (via phone): Vicki Antonini, Deb Bell, Betty Bock, Janice Gehlhoff, Chad Hedmark, Fran Modschiedler (alternate), Connie Onsager and Susan Theer

Excused: Barb Chiamulera, Barb Neuens, and Larry Neuens

Also attending: Tiffany White – ADRC Director

### **Approval of Agenda**

Motion to approve the agenda, Hedmark/Antonini. Carried.

### **Approval of Minutes of January 29, 2020 meeting**

Motion to approve minutes from the January 29, 2020 meeting, Modschiedler/Antonini. Carried.

### **Approval of Bills**

Motion to approve bills from February and March, Hedmark/Onsager. Carried.

### **Advocacy and Comments from the Public**

None.

### **Older American's Act Programs**

#### **Nutrition – Home Delivered Meals Only**

White explained that out of concern for participant safety due to COVID-19, congregate meal sites were closed on March 17 and the nutrition program transitioned to HDMs only. At this time, Florence and Aurora area participants are receiving HDMs 5 days per week, rather than the normal 4 days per week. Fence participants receive a HDM on Wednesdays and Tipler/Long Lake participants will be eligible to receive a HDM on the Thursday they normally had a congregate meal.

#### **Health Promotion – Volunteer Leaders for Classes**

White explained that there was interest from someone who had participated in the Strong Bodies classes in Tipler to become a class leader and continue holding classes in that area of the county. White explained that with the Health Promotion funds, the ADRC could pay for the class leader training and associated costs for someone who is interested in being a class leader, but that there are not enough funds to pay a wage for a class leader. So, White would likely write an agreement on ADRC letterhead explaining that the ADRC will cover the cost of training (class fee/hotel/mileage/meals) and provide them with the equipment/support needed to host classes and in return would expect that person to agree to provide a set number of classes in the next 2 years. The volunteer would then sign that agreement so it would establish some level of commitment. The consensus of the board members was that this would be a great way

to provide additional classes in the county and they are supportive of using volunteer class leaders as they become identified.

### **Director's Report**

White did several quick updates:

- COVID-19 Response: White discussed with the board additional changes that have been or are in the works to modify ADRC programs/services to continue serving the public while also protecting the safety of our participants and staff.
- White gave an overview of the Continuity of Operations/Continuity of Government (COOP/COG) plan for the ADRC that has been updated during the month of March.
- The Continuing Skills Test results for all three staff members were great and everyone passed with no corrective action plan needed! Since the pilot test in early February, DHS has cancelled testing for the rest of the state and it will be rescheduled for 2021. We were notified that our certifications remain valid until 2023, when everyone goes through the recertification process again.
- White is working on Year End audit processes to prepare for the county audit in April.
- Although there was a ban on Out of County Travel for work reasons, White did receive clarification from the County Board Chair that this excluded her transportation staff providing rides to customers into other counties (particularly Dickinson, Iron and Marinette) for shopping/doctoring/etc.

### **Board Member Comments and/or Identification of Future Agenda Items**

Antonini asked about new board members. White clarified that L. Neuens' position, since he is a County Supervisor, will be appointed by the County Board Chair after the election. Bock's term ends in April, so White is advertising in the papers this month to get applicants.

Bock expressed appreciation for everyone on the board and explained that she is very proud of the ADRC and work that is done on behalf of the aged and disabled populations of the county.

### **Next Meeting Date/Time**

The next ADRC Governing Board meeting was set for May 27, 2020 at 5:30 p.m.

### **Adjournment**

Being that there was no further business to be discussed at this time, motion to adjourn, Modschiedler/Onsager. Carried.

Respectfully Submitted,

Tiffany White, Director