

ADRC of Florence County * Public Hearing * Minutes

Wednesday, November 16, 2016 * 5:45 pm

Call to Order & Roll Call: Present were: Connie Onsager, Vicki Antonini, Karen Wertanen, Barb Neuens, Betty Bock, Larry Neuens, Sherry Johnson, Holly Wahlstrom-Stratton and Deb Bell. Tina Sonkowsky was excused. The board commended Sonkowsky for her work as a volunteer Emergency Medical Responder.

Approval of agenda: Motion by Antonini, supported by Johnson. Carried.

Public Input on the 2017 Specialized Transportation Assistance Program for Counties (s. 85.21 Wisconsin Statutes). There was no written or oral input.

Adjournment: Motion by L Neuens, supported by B Neuens. Carried.

Respectfully Submitted,

Lori Friberg, Director

Date Approved

ADRC of Florence County * Governing Board * Minutes

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Call to Order & Roll Call: Present were: Connie Onsager, Vicki Antonini, Karen Wertanen, Barb Neuens, Betty Bock, Larry Neuens, Sherry Johnson, Holly Wahlstrom-Stratton and Deb Bell. Tina Sonkowsky was excused.

Approval of agenda: motion by Johnson, supported by Onsager. Carried.

Approval of minutes of 10.18.2016: Motion by L Neuens, supported by Bock. Carried.

Approval of Bills of Oct. and Nov.: Motion by Antonini, supported by Johnson. Carried.

Transportation Program

Approval of 2017 DOT 85.21 application: Motion by Wertanen, supported by Johnson. Carried.

DOT Trust Fund Bids Process: Friberg presented new information on options available utilizing the State Procurement Contracts. The board directed Friberg to conduct further research and bring back for action.

Approval of 2017 GWAAR budget: Friberg noted that the allocations from GWAAR do not reflect the original reductions predicted by GWAAR, and that were presented to the County in the department's 2017 budget. Friberg was directed to share the current information with the County Financial Manager. Motion by Johnson, supported by Neuens. Carried.

“ADRC” Updates

ADRC Satisfaction Survey: Bock provided an overview of the very positive results from the statewide survey. ADRC of Florence County rated as high as or higher than the state average in all quality factors with the exception of two, which are logically supported by the fact that we do not currently provide the LTCFS, and we are not the only access point for COPW programs. As we transition into Family Care, this variance will dissipate. Friberg stated the good news was a reflection of the quality effort put forth by former director Barb Bauer in developing a single county ADRC, and providing quality training and mentoring to staff. Board Chair Wahlstrom-Stratton expressed the Committee’s pleasure with the results.

Restrooms that accommodate opposite gender attendants: Friberg provided an update on the contract requirements and investigating options with Building & Grounds committee.

Compliance Plan: Friberg provided an update on Building & Grounds selection of an exterior sign that is less expensive than originally proposed to State. The State has relaxed its requirements for a reception area and a receptionist, and now indicates the importance of having an individual “ready to assist” walk-in customers. The new security camera system, coupled with tablets and video alerts, could meet that need while reducing the need to reconfigure and disrupt offices in ADRC and EDC. The tablet alerts would also be portable, allowing any available staff to respond. Average response time from video alert would be less than 20 seconds. Cost savings from the sign might be reallocated to fund the camera and tablets. Friberg was directed to explore with State ADRC the feasibility of this option. Moved by Johnson, supported by Antonini. Carried.

Recommend Hiring LTE I&A to Personnel: Friberg shared that with the advent of Family Care, it would be necessary to hire an LTE Information & Assistance Specialist to help provide Enrollment Counseling. Friberg recommends beginning the hiring process in January, to allow for full training prior to Family Care transition. This position would be fully funded by ADRC, and would help maximize local use of Federal match dollars. Moved by Bock, supported by Johnson to accept job description with amendments and recommend to Personnel.

Staffing Updates

Establish Interview & Recommendation to Personnel for Casual/Call position: Motion by Johnson, supported by Bell. Carried.

Resignation of ADRC Program Assistant: Accepted with regret. Motion by Johnson, supported by Antonini. Carried.

Maintain Program Assistant 5 hrs/week, with health insurance costs pro-rated with Health Department: Motion by Johnson, supported by Onsager. Carried. Friberg was directed to check with County Administrator re: hours outside of regular courthouse hours.

New ADRC Administrative Assistant Job Description: Motion by L Neuens, supported by Wertanen to approve as amended. Carried.

Recommend hiring process of ADRC Administrative Assistant to Personnel Committee: Motion by Bock, supported by Johnson. Carried.

Nutrition Program

Tipler proposal: Friberg shared that the 2017 budget request for this expansion was not approved by Audit and Budget. Friberg reviewed with the board a previous strategy proposed that frees up funding to pilot Congregate Meals in Tipler. Moved by Johnson, supported by Bock, to proceed. Carried.

Director's Report

Friberg provided an update on other ADRC activities including: completion of the ADRC business plan; the availability of AFCSP/NFCSP funds to reimburse caregivers for out of pocket expenses such as OTC medicines and supplies, homemaker and personal care services; coordinating with Focus on Energy to distribute 5 high efficiency Led lightbulbs to 30 home delivered meal participants; preparation for the interim audit work on November 28; the County Newsletter; a presentation by ODHH about resources available for the Deaf and Hard of Hearing; participation in the Bellin Post-Acute Care team regarding patient success after hospital discharge (link to community resources); Uniform Grant Guidance and Federal compliance assurances; and a Hospice update. The Wahlstrom-Stratton commented favorably on the number of press releases seen in the local newspapers. Wertanen reviewed the success of the Strong Bones and Walk with Ease programs, which are led by Public Health and UWEx, and supported by ADRC.

Comments from the public - none

Identification of future agenda items

- DOT van purchase
- Performance Evaluation process
- Interview Update
- Tipler Senior Dining Center
- Meal Costs and Contract Requirements

Adjourn to next meeting date: December 28, 5:30 p.m. Moved by L Neuens, supported by Johnson. Carried.

Respectfully Submitted,

Lori Friberg, Director

Date Approved