

**COMMISSION ON AGING ADVISORY MINUTES**

January 20, 2010

Present: Joanne Guden, Sandy Cwik, Judy Bender, Naomi Hilger

Others Present: Betty Bradley, Karen Davis, Linda Van Ness, Diane Franke, Berlin Senior Center

Excused: Darlene Krentz

Requirements of Open Meeting Law have been met.

**CALL TO ORDER:**

The meeting was called to order at 10:00 a.m. by Guden at the Berlin Senior Center.

**APPROVAL OF AGENDA:**

After discussion, Cwik made a motion to approve the amended agenda to include under "New Business" - Berlin Meal Rate; Cell Phones - Volunteer Drivers. Hilger-second. All ayes. Motion carried.

**ACTION ON MINUTES:**

Bender made a motion to approve the minutes of the November 18, 2009 meeting. Cwik-second. All ayes. Motion carried.

**APPEARANCES:** None.

**CORRESPONDENCE:** Bradley shared the letter that was distributed to the Senior Center meal participants/homebound meal participants explaining the change in the suggested donation effective January 1, 2010 to be re-evaluated in April 2010. Discussion followed.

**GREATER WISCONSIN AGENCY ON AGING RESOURCES, INC (GWAAR):** Guden reported that the audit is being done by the Bay Area Agency on Aging and everything has been transferred to Greater Wisconsin Agency on Aging Resources (GWAAR).

Bradley reported to Committee members that GWAAR staff have been very helpful when she has been in contact with the office. Bradley reported that GWAAR is doing closer monitoring of program practices and requests changes as needed. Discussion followed.

**HEALTH & HUMAN SERVICES BOARD REPORT:** Guden updated Committee members that the Health & Human Services Board approved the billing for all homebound meals in the county to be done through the Department of Health & Human Services. This was a recommendation of the auditor. Discussion followed.

Guden reported that there are currently 129 individuals in Green Lake County being served through long term care with Care Wisconsin.

**OLD BUSINESS: November and December Program Information:** Bradley distributed and explained the November and December program reports to Committee members. (See attached.) Discussion followed.

**Suggested Donation Price for Meal Program:** Bradley reported to Committee

members that she visited all of the congregate sites and explained the changes. (See attached letters.) Also discussed above under correspondence.

**Mealsite Manager Position:** Bradley reported to Committee members that Elizabeth Taylor has been hired as the Mealsite Manager at the Green Lake mealsite.

**NEW BUSINESS: Meal Program Policies/Decisions:** Bradley updated Committee members regarding concerns about free meals for volunteers/paid staff at the mealsites for the nutrition program. Bradley reported that she reviewed the State policy for Nutrition Program operation. There is no statement in the policy allowing "free meals" for volunteers/paid staff through the nutrition program. The policy states: any volunteer/paid employee over/under 60 years of age meeting the requirements could pay the suggested donation rate. After discussion, Cwik mad a motion that all volunteers/paid staff pay the suggested contribution rate within the requirements of the nutrition program effective February 1, 2010. Bender-second. All ayes. Motion carried. Volunteers/paid staff were thanked for all the contribute to the nutrition program/mealsites.

**Berlin Meal Rate:** Diane Franke, Berlin Senior Center, was present to explain some of the changes that are being made at the Berlin Senior Center mealsite to help cover expenses. (See attached report.) Franke reported that the Senior Center has been applying for various grants to help defray the costs. A letter of denial was presented from "Feeding America". Other avenues will be explored. Discussion followed.

Franke explained a suggestion regarding Berlin taking on additional meals for the county with the Mekows picking up the meals at the Berlin Center to deliver in Green Lake. Bradley explained that this would not be cost efficient. The Mekows currently get paid when they start to deliver the meals, i.e. when they arrive at the Green Lake mealsite to begin their route. If they would pick up the meals at the Berlin Mealsite, transportation costs would increase, therefore, being less efficient. Bradley also reported there are requirements to ensure that the meals are delivered in the required areas with correct heat temperatures for the meals. Discussion followed.

Franke explained that there were insufficient funds in December to cover meal program costs. Examples were given of ways they have reduced costs. Berlin is requesting an increase to \$4.00/meal. Discussion followed. Bradley reported that the present rate of reimbursement for the Berlin Senior Center is \$3.65/meal. Van Ness stressed that the total reimbursement to the Berlin Center will remain the same whether the rate is \$3.65 or \$4.00/meal. After discussion, Bender made a motion to recommend changing the reimbursement rate for the Berlin Senior Center from \$3.65/meal to \$4.00/meal effective January 1, 2010. Hilger-second. All ayes. Motion carried.

Bradley explained to Committee members how the Federal funding program through "SHIP" works. Funding is based on prior's years figures. Discussion followed.

Bradley explained the required in-kind funds which involve keeping track of volunteers time. In-kind funds reduces the County funds needed to match for the various programs. Discussion followed.

**Cell Phones - Volunteer Drivers:** Guden reported that she was approached by volunteer drivers regarding the need for cell phones on the routes. Discussion followed. Franke shared the procedure that the Berlin routes follow. Funding issues were raised as a concern. Bradley reported that there is an emergency plan in place if the person does not answer the door when a volunteer driver is trying to deliver a meal. Discussion followed.

It was determined that at this time, there is no funding to purchase cell phones for each volunteer driver that delivers meals. If there is a concern, the volunteer driver can always ask to use a telephone at the next delivery to contact the mealsite to express their concern.

#### **COMMITTEE DISCUSSION**

**Future Meeting Date:** The next meeting of the Aging Advisory Committee will be March 17, 2010 at the Green Lake Dartford Bay Mealsite at 10:00 a.m.

**Future Agenda Items for Action and Discussion:** Elder Abuse State-wide statistics

Cwik made a motion to adjourn the meeting. Hilger-second. All ayes. Motion carried.

The meeting adjourned at 11:05 a.m.