

Waupaca County Committee on Aging Meeting Minutes  
Tuesday November 21, 2017 - 9:00 A.M.  
Waupaca County Courthouse  
811 Harding Street  
Room 1068

*This meeting and all other meetings of this committee are open to the public. Proper notice has been posted and given to the press in accordance with Wisconsin statutes so that the citizenry may be aware of the time, place and agenda of this meeting.*

Chairperson Mary Kay Poehlman called the meeting to order at 8:58A.M.

**MEMBERS PRESENT:** Mary Kay Poehlman, Dona Gabert, Jan Lehrer, Bob Appleby, and Ray Claussen, and Jan Lytie.

**OTHERS PRESENT:** Leah Klein, Melissa Anderson, Erica Becker, Darlene Kramer and Pat Huber.

- I. **Adoption of Amended Agenda:** *Motion was made by Ray Claussen, and seconded by Dona Gabert to approve the agenda. Motion Carried.*
- II. **Adoption of Minutes from July 25<sup>th</sup>, 2017 meeting.** *Motion was made by Jan Lehrer and seconded by Dona Gabert that the minutes be accepted. Motion Carried.*

**PUBLIC COMMENT:** None.

- III. **Funding Transfer from Senior Dining to Home Delivered Meals**  
Erica Becker explained that the state allows counties to move 40% of funds from C-1 Congregate Dining to C-2 Home Delivered Meal fund, at the discretion of the Committee on Aging. Moving this money would more accurately apportion the money where the actual expenses are. Erica noted that the movement of these funds would not disrupt the current nutrition program operations. *A motion was made by Jan Lehrer and seconded by Janice Lytie to move 40% of the funds from C-1 Congregate Dining to C-2 Home Delivered Meals. Motion Carried.*
- IV. **2018 Waupaca County Aging Budget Approval**  
Erica Becker and Leah Klein explained what goes into the Aging Unit budget, most of which is mandated by the funding sources including the Federal Older Americans Act. *A motion was made by Dona Gabert and seconded by Jan Lehrer to approve the budget. Motion Carried.*
- V. **Transportation Program Update**  
The transportation program is going well, ridership has increased, and as always, more drivers are needed. On April 24, 2018, from 4:30-6:30pm, the East Central Wisconsin Regional Planning Committee along with Waupaca County DHHS will be holding a public meeting facilitation to help formulate Waupaca County's Five Year Transportation Coordination Plan. County participation in a five year plan is mandatory to be eligible for both §85.21 and §5310 Transportation Grants.
- VI. **Regional ADRC Coordinator Update**
  - a) Darlene Kramer updated us on new Dementia Care Specialist positions that have been approved by the state. From the "Money Follows the Person" grant, our Community Living Specialist, Shirley Orr's position has been funded to continue through 2018. In addition, Megan Karth has been hired as an LTE Community Living Specialist. She will work four days per week.
  - b) Dar also gave a report on our County ADRC Satisfaction Surveys. The survey results were very positive, hitting 100% satisfaction on several questions. Comments were also shared, which were overall positive.
  - c) Dr. Amy Flowers will be again surveying the ADRC customers, however this year they will be mailed, rather than by phone. The questions will be compiled in February of 2018, with the survey occurring in April and May of 2018. We will have an opportunity to have some input on the questions asked.
- VII. **Nutrition Program Update**

Melissa Anderson shared with the committee that the home delivered meal program continues to increase, as our congregate dining participation continues to decline. Melissa shared the results of her report to the Waupaca County Nutritional Advisory Committee regarding the possibility of implementing a “restaurant model,” for our congregate dining. The advisory committee was not in favor of pursuing the restaurant model at this time. The Nutrition Advisory Council has directed Aging Programs Supervisor Melissa Anderson to not pursue this option further at this time.

**VIII. Meeting Dates for 2018**

This committee meets on the 4<sup>th</sup> Tuesday of the month. Leah requested that we move the meeting time one hour later to a start time of 10:00 am. This was agreeable to the members. The next meeting would be January 23, 2018, at 10:00 am.

**IX. 2019 Aging Plan Timeline, Process and Committee Engagement**

The three year plan will run from 2019-2021. The state of Wisconsin designates aging program focus areas. We need to come up with three goals in each focus area; one goal for each year of the plan. The draft is due on July 15, 2018. The state has requested that Aging Units solicit more public input. To that end, Leah is planning for listening sessions on January 17, 2018, February 21, 2018 and March 21, 2018. Committee member Jan Lehrer suggested that sessions be earlier in the day as some older adults don't like going out in the evening. Many on the committee concurred. Leah will look into late morning/early afternoon meeting times.

**X. New Member Recruitments**

Leah Klein is currently seeking additional Committee members for the Committee on Aging. In addition, Dar reported that an additional member is needed for the Regional ADRC Advisory Committee from the Waupaca County Board of Supervisors. This committee meets on Thursdays, from 2-4 pm at Goodwill in Menasha. County Board Supervisor Mary Kay Poehlman was asked to join and she stated she would be on the Committee. Recommendation for appointment to the Regional ADRC Advisory Committee for Mary Kay Poehlman will be requested at the December DHHS Board meeting.

**XI. Adjourn**

*A motion was made by Jan Lehrer and seconded by Ray Claussen to adjourn. Motion Carried.*

Respectfully Submitted: Pat Huber  
Aging and Disability Resource Center Clerk