

Polk County

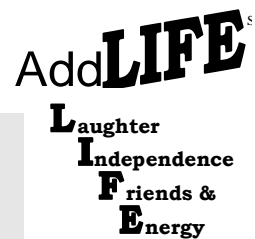
## **Aging Programs....**

*Offering programs that...*

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### POLK COUNTY COUNCIL ON AGING

APRIL 12, 2011 **8:45am (note start time)**

POLK COUNTY GOVERNMENT CENTER, CONFERENCE ROOM A & B

PUBLIC IS WELCOME

#### **8:45 am**

Call to Order

Introductions

Approval of Agenda

Minutes

Financial Report, Bills

Public Comment

#### **OLD BUSINESS**

- Volunteer Transportation program: change in policy/donations
- 2011 goals for the Aging Department
- Roles and Responsibilities of Council on Aging: Policy 10
- Medical Assistance Transportation Broker: update

#### **NEW BUSINESS**

- Staff Update: meal site staff: two leave of absence approvals
- Annual Report
- National Family Caregiver Program: assessment
- Prioritization of programming
- Information/Committee observations:
- Next Meeting Date and Finance Committee meeting date
- Adjourn

Patricia Schmidt, Chair  
Council on Aging

Kari Flom, Director  
Polk County Aging Department

This meeting is open to the public according to Wisconsin State Statute 19.83. Persons with disabilities wishing to attend and/or participate are asked to notify the County Clerk's office (715-485-9226) at least 24 hours in advance of the scheduled meeting time so all reasonable accommodations can be made. Requests are confidential.

## COUNCIL ON AGING

April 12, 2011

The Polk County Council on Aging met in conference room A & B in the Polk County Government Center in Balsam Lake on April 12, 2011.

Present: Warren Nelson Janice Nelson  
Pat Schmidt  
Viola Karr Harry Johansen  
Kristine Kremer-Hartung Joyce Bergstrand

Approved Absent: Karen Krupa

Others Present: Dana Frey and Kari Flom

Call to Order: Pat Schmidt called the meeting to order at 8:48am.

Introductions: No introductions were done.

Approval of Agenda: **Motion by J. Nelson and second by Karr to approve the agenda. Motion passed. All in favor.**

Minutes: Minutes from the March Council on Aging meeting were distributed. **Motion by Bergstrand and second by Johansen to approve the March minutes. Motion passed. All in favor.**

Financial Report and Bills: The January fund balance was available for the council. The current bill list was distributed. Flom mentioned that Spring/Summer association training registrations have begun for the nutrition program, transportation, family caregiver program and the elderly benefit specialist program.

Public Comment: None

Volunteer Transportation program: change in policy/donations: A final draft of the volunteer transportation program donation letter was presented to the Council for the volunteer driver program. The cover letter for the Veteran Hospital trips (Minneapolis, St Cloud and Superior) and the cover letter for the 'change in donation letter' were given to the Council. The cover letter for the Veteran hospital trips was created by the County Veteran Service office. Discussion was held on the final draft. **Motion by W. Nelson and second by Hartung to approve the volunteer driver donation letter for private pay individuals. Motion passed. All in favor.**

2011 goals for the Aging Department: The copy of the draft 2011 goals was distributed to the group along with the prioritization of programming document from the March County Board meeting ('planning for results' strategic priorities for Polk County) and the vision, mission & slogan for Polk County (2007). The goals will be finalized as part of the Department Narratives for the May 2011 Council on Aging meeting. Discussion was held on the goals along with the priorities.

Roles and responsibilities of Council on Aging: Policy 10: Flom distributed the final draft of the roles and responsibilities for the Council. Discussion was held on one of the items. Flom will send the amended roles and responsibilities document to the

Department of Administration. **Motion by J. Nelson second by Johansen to approve the amended roles and responsibilities of the Council on Aging and to submit the final draft to the Department of Administration for the Organizational Committee. Motion passed. All in favor.**

Medical Assistance Transportation Broker: The end of March meeting held by Logisticare (the Medical Assistance Transportation Broker) was on the same day as the last large snowfall and Flom & Ceder were unable to attend. At the end of April will be another information meeting held by Logisticare. Flom & Ceder will attend that meeting. There are two peer sharing conference calls coming in the month of April with New Jersey and South Carolina regarding their transition made to a Medicaid (Medical Assistance) transportation broker. Flom shared that 30% of the clients served by the Aging Department volunteer driver program are Medical Assistance but 60% of the rides provided are Medical Assistance. Once Logisticare begins service on July 1, 2011 Medical Assistance transportation clients will be served by Logisticare. The contract is with Corporation Counsel for review.

Staff Update: meal site staff: two leave of absence approvals: Flom shared that two (less than part time non union) meal site staff have requested medical leave of absence. The staff members do not qualify for Family Medical Leave Act due to the limited hours worked. Flom has approved 30 day leaves and if the leave is beyond the 30 days the requests will come before the Council on Aging at the May meeting.

Annual Report: Flom distributed the draft copies of the annual report. The narratives were mailed out ahead of time to board members. The final draft will include the 2011 goals, once approved. The final draft will be presented at the May Council on Aging meeting before moving forward to the County Board.

National Family Caregiver Program: assessment: The assessment was sent out with the agenda so board members could read the assessment ahead of time and prepare for discussion. Flom explained the assessment. **Motion by J. Nelson and second by Karr to approve the national family caregiver program assessment. Motion passed. All in favor.**

Prioritization of programming: See discussion under the agenda topic 2011 goals for the Aging Department.

Information/Committee observations: Schmidt shared information on an upcoming Coalition of Wisconsin Aging Groups meeting being held on April 28, 2011 at the Milltown Community Center.

Next Meeting Date: The next meeting will be held on **Tuesday, May 10, 2011 at 8:45am**. There will be a conference call with the Area Agency on Aging at that meeting.

Adjourn: 9:45am **Motion by J. Nelson and second by Hartung to adjourn. Motion passed. All in favor.**

(Pending approval at the meeting of the Council on Aging, May 10, 2011)