

Polk County

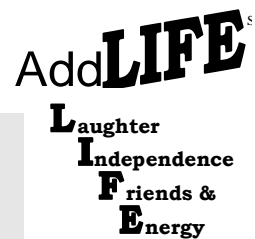
## **Aging Programs....**

*Offering programs that...*

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### POLK COUNTY COUNCIL ON AGING

#### **February 9, 2010 8:30am (Financials at 8:15am)**

POLK COUNTY GOVERNMENT CENTER, CONFERENCE ROOM A & B

PUBLIC IS WELCOME

#### **8:15 Finance Committee Reviews Aging and Health Invoices (Dueholm, Bergstrom, Krupa)**

Call to Order

Introductions

Approval of Agenda

Minutes, Financial Report, Bills

Public Comment

#### **OLD BUSINESS**

- Nutrition: A'viands update
- Staff Support position, .8 to .9: resolution from Employee Relations Department

#### **NEW BUSINESS**

- 2010 goals for the Aging Department
- Polk County Transportation for the Disabled & Elderly, Inc board member
- Job Descriptions: staff and board member
- Volunteer Driver Program discussion
- Upcoming Out-of-County Meetings
- Information:
- Next Meeting Date and Finance Committee meeting date
- Adjourn

Neil Johnson, Chairperson  
Council on Aging

Kari Flom, Director  
Polk County Aging Programs

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  
February 9, 2010

The Polk County Council on Aging met in conference room A & B in the Polk County Government Center in Balsam Lake on February 9, 2010.

<u>Present:</u>	Bob Dueholm	Janice Nelson
	Karen Krupa	Neil Johnson
	Jim Edgell	Viola Karr

Approved Absence: Mary Stachowski, Gary Bergstrom

Others Present: Kari Flom

Call to Order: Neil Johnson called the meeting to order at 8:35 am.

Introductions: None

Approval of Agenda: **Motion by Dueholm and second by Edgell to approve the agenda. Motion passed. All in favor.**

Minutes: Minutes from the January Council on Aging meeting were distributed. **Motion by Edgell and second by Krupa to approve the January minutes. Motion passed. All in favor.**

Financial Report and Bills: The financial report for December was distributed. The bill list for February was distributed. Flom explained that the 2009 year end hasn't been finalized. The program income/revenues for 2009 will be accepted until the end of February. Discussion was held on the transportation program revenues. **Motion by Dueholm second by Karr to approve the financial report for December along with the bills for February 2010. Motion passed. All in favor.**

Public Comment: None

Nutrition: A'viands update: We have been through the six week menu cycle with A'viands and will run the cycle one more time before making changes to be implemented for April. The February Senior Voices was distributed to show the menu. On March 17 A'viands will supply a St Patty's Day traditional meal of corned beef and cabbage. Janice Nelson, Site Manger on Fridays at the Milltown site is retiring. We thank Janice for her years of service to the meal sites. The December 2009 meal site numbers as well as the entire year 2009 numbers were distributed to the council members.

Staff support position, .8 to .9 resolution from Employee Relations Department: The Employee Relations department drafted a resolution entitled Limited Term, Grant Funded Increase in Hours for Aging Support Staff position for 2010. Discussion was held on the resolution and Flom spoke to the process of the resolution going before the finance committee and the personnel committee then to the full county board at the March meeting.

2010 goals for the Aging Department: Discussion was held on goals for 2010. It was requested by a committee member to have additional goals beyond the Aging Unit Plan goals. Flom will draft goals in the areas of Transportation and the Elderly Nutrition Program for review and acceptance at the March Council on Aging meeting.

Polk County Transportation for the Disabled & Elderly, Inc board member: A replacement board member is needed for the transportation corporation board. The transportation corporation board member is approved by the Council on Aging. The interested candidates will be contacted and a decision will be finalized at the March Council on Aging meeting.

Job Descriptions: staff and board member: Flom distributed the Council on Aging board member job description/expectations. Feedback was received from the board members. Flom will forward the updated job description to the Employee Relations department for it to be included in the county board orientation packets. Staff job descriptions were updated, no real changes just housekeeping items. These updated job descriptions will also be shared with the Employee Relations department.

Volunteer Driver Program discussion: A concern arose from a volunteer driver regarding insurance coverage while being a volunteer driver. Input was received from the interim finance director as well as corporation counsel and the county insurance company. Due to changes to Wisconsin insurance coverage the Aging Department has requested updated declaration pages of the medical volunteer drivers' vehicle insurance to ensure their coverage is matching the State requirements.

The State of Wisconsin conducted a stakeholder group meeting regarding Wisconsin Medicaid Transportation management on January 26, 2010. The minutes of that meeting were shared with the Council on Aging.

Upcoming Out of County meetings: The out of county meeting calendar was handed out to the Council on Aging members. **Motion by Nelson second by Dueholm to approve the out of county meeting calendar. Motion passed. All in favor.**

Information: Flom distributed an acceptance letter for the 2010-2012 Aging Unit Plan from our Area Agency on Aging. Flom also distributed the board responsibilities/duties for the Council on Aging members. This packet will be reviewed at the March Council on Aging meeting.

Next Meeting Date and Finance committee meeting date: The next meeting will be held on Tuesday, March 9, 2010 at **8:30 am**. The finance committee will meet at **8:15 am** and will include Dueholm, Bergstrom and Karr.

Adjourn: 10:02 am **Motion by Nelson and second by Karr to adjourn. Motion passed. All in favor.**

(Pending approval at the meeting of the Council on Aging, March 9, 2010)