



“The Aging and Disability Resource Center of Clark County provides a single source for information and assistance for older adults, adults with disabilities, and their caregivers while supporting self- sufficiency, quality of life, and dignity.”

Minutes subject to approval at June ADRC Mtg.

**Aging & Disability Resource Center-Clark County,
Governing Board Minutes: April 5, 2019
Location: Room 307 Courthouse, Neillsville, WI**

The Clark County ADRC Governing Board meeting was called to order by Chairperson Doris Bakker at 9:30 a.m. April 5, 2019. Members present Doris Bakker, Gordon Haselow, Frieda Rollins, Rosalie Bryan, Diane Perko, Jean Ketterhagen, and Len Lipinski. Absent Al Laughlin. Also present Wayne Hendrickson and Mary Sladich.

Terri Esselman, Elder Benefit Specialist was introduced to the ADRC Governing Board.

Minutes: There was a motion by Frieda Rollins, second by Diane Perko to approve the March 5, 2019 minutes. Motion carried.

Old business:

- Over the Top Roofing & Siding’s will schedule the Neillsville Senior Center roof replacement project upon down payment being made per contract agreement
- AARP Income Tax Service: 55+ people served
- Homestead credit applications: approximately 150 completed YTD
- Vehicle replacement: action postponed to May meeting

Position re-title: Motion by Gordon Haselow, second by Lenny Lipinski to change Lynn Crothers position from Administrative Assistant to Financial Manager. Motion carried.

Reports:

- ADRC- Expenditure and encounter reports, Nutrition/Aging January-March, financial report, preliminary December, 2018 meal income reports, Neillsville and Owen-Withee Senior center financial reports, March vendor report were presented and discussed. Motion by Frieda Rollins, second by Diane Perko to receive and file the reports. Motion carried.

Neillsville Dishwasher/Sterilizer: The Neillsville Dishwasher/sterilizer is not repairable – no parts available. Price quotes were solicited by Harold Dillenbeck, Maintenance Department for a replacement sterilizer. There was a motion by Rosalie Bryan, second by Jean Ketterhagen to purchase the Jackson WWS Model No. Dishstar HT unit from Streich Equipment Company, Wausau for \$3,895.00. Motion carried. The current unit is a Jackson model so the add on parts may not be needed.

Colby Hot Food Transport Carrier: The Colby hot box is no longer functional and needs to be replaced. Maintaining food temperatures is a mandate of the program. The Clark County Rehabilitation & Living Center found an electric food carrier like the one used by the Thorp Nutrition center. The cost is \$790.00. There was a motion by Frieda Rollins, second Diane Perko to purchase the #39 Cambro heated box with wheels. Motion carried. The other heated unit was \$3,000.00.

Resource Directory: Price quotes were obtained for the printing of 1,500 Resource Directories from:

Heinzen Printing, Marshfield	\$1,450.00
The Print Shop, Black River Falls	\$1,500.00
TuMarx Printing, Abbotsford	\$1,950.00 plus \$22.00 set up fee

There was a motion by Lenny Lipinski, second by Frieda Rollins to accept Heinzen Printing's quote of \$1,450.00. Motion carried.

Van inventory was shared with the board.

Snow damage to the roof of two vans: The roofs of the 2011 Chevy van and 2013 Ford Van received considerable damage when snow fell from the roof near the building they were parked by. Estimates for repairs were received from S&S Collision & Restoration and Turenne Auto body and ranged in price from \$6,516.60 to \$8,596.53. Both vans are high mileage vans. Dave Clintsman who does the basic maintenance on our vans repaired the 2011 for under \$500.00. The windshield needs to be replaced. There was a motion by Diane Perko, second by Gordon Haselow to have the 2013 van evaluated to see if it is worth repairing. If not, the van should be stripped for usable parts and disposed of (salvage). Motion carried.

The 2014 Ford van that was in the accident last year has been repaired and is back on the road. Insurance settlement was received this past winter.

Annual Aging Plan update: Mary distributed and summarized the updates to the Aging Unit Assessment/plan. There was a motion by Gordon Haselow, second by Frieda Rollins to approve the plan updates. Motion carried.

ADRC One-time funding and Carry Over request: (state application): Discussion was held on carry over funds that were available. The I&A staff submitted several suggestions for marketing materials. The list was reviewed by the committee. The proposal must be submitted by April 22nd with a minimum request of \$5,000.00. There was a motion by Frieda Rollins, second by Jean Ketterhagen to apply for the one-time funding of carry over funds request. Motion carried.

Public Comment: Rosalie Bryan discussed the Thorp Memory Café and Doris Bakker discussed the Neillsville memory Café. Both groups have been well received.

Next meeting: The next meeting was scheduled for Tuesday, May 21st in Neillsville.

Rosalie Bryan left the meeting at 11:30 a.m. Diane Perko resumed taking the minutes.

Director's Report:

- Federal Government's has temporarily renewed Senior care thru April 30th.
- Tammy Sloniker, contract dietician, has been doing an excellent job reviewing the menus and working with the meal providers to meet the new program requirements, she just completed the full evaluation of the Thorp Nutrition center and will be doing a compliance check at all Senior Dining Centers.
- Colby Center was discussed. The Center Coordinator is retiring (due to health). A coordinator from another site is interested in the position. Mary checked with the Office of Personnel and the position can be posted internally. There was a motion by Jean Ketterhagen, second by Frieda Rollins to post the position internally. Motion carried.
- Abby Center discussed. Concern with the very low participation and whether it is cost effective to maintain the center. There was a motion by Lenny Lipinski, second by Gordon Haselow to authorize Mary to do a feasibility study following Older American's Act policy. Motion carried.

Future agenda items: financial reports, van replacement, Abbotsford Center update

Adjourn: Motion by Gordon Haselow, second by Lenny Lipinski to adjourn. Motion carried. Meeting adjourned at 12:10 a.m.

Minutes recorded: _____ Rosalie Bryan, Secretary

Minutes approved: _____ Doris Bakker, Chair