



# MARINETTE COUNTY ELDERLY SERVICES

515 North Hwy. 141 - P.O. Box 456  
Crivitz, Wisconsin 54114-0456

Telephone 715-854-7453  
800-990-4242  
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**Marinette County Committee on Aging  
(d.b.a. Elderly Services)  
Meeting Notice and Agenda  
Date: December 18th, 2019 - Wednesday  
Time: 9:30 a.m.  
Place: The Woods  
10508 Kottke Rd  
Crivitz, WI 54114**

If you are an individual who needs a special accommodation while attending the meeting as required by the "Americans with Disabilities Act", please notify the Marinette County Elderly Services Office at 715-845-7453 at least 24 hours prior to the meeting in order to make suitable arrangements.

	<u>Action, If Any</u>	<u>Discussion</u>
<b>I. Open Session</b>		
1. Call meeting to order and roll call	x	x
2. Approval/Amend agenda	x	x
3. Approval of minutes	x	x
a) COA Board Meeting – November 13, 2018		
4. Meal Site Contracts 2020	x	x
5. Title III-B Contracts 2020	x	x
6. Program Reports	x	x
a) Nutrition Reports/Surveys- Nutrition Coordinator, Avery Steen		
b) Year to Date 2019 Budget and Projected Budget 2020 -Finance Coordinator, Jeff Churchill		
c) Elder Benefit Specialist Wrap Up- EBS Oliva Cherry		
7. Village Easement Updates		x
8. Board Members	x	x
a) Recognitions – Gilbert Engel		
b) Vacancy Recommendations- Joan Rocque, -2 <sup>nd</sup> 2-year term Goodman Representative		
9. Directors Report:	x	x
a) Staff Updates		
b) 2020 COA Board Meeting Schedule- Tentative		
c) Fundraisers		
d) Correspondence		
10. Committee Reports – NAC minutes in packets		x
11. COA Future Meeting – February 19, 2020		
12. Adjourn	x	x

NOTE: Agenda items may not be considered and acted upon in the order listed



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## MINUTES - Committee on Aging Board Meeting – November 13th, 2019 Peshtigo Senior Café & Center, 600 Pine Street, Peshtigo, WI 54157

1. Open Session – Meeting called to order by Chair, Gilbert Engel. Roll Call – PRESENT: Joan Rocque, Don Phillips, Debbie Baumgart, Rick Downs. ALSO PRESENT: Director Pam Mueller Johnson, Transportation/Special Projects Coordinator, Mary Basak, Elder Benefit Specialist, Olivia Cherry, Nutrition Coordinator, Avery Steen, and Office Coordinator, Shelly Menger. Absent excused, Colleen Risner.
2. MOTION by Phillips, second by Baumgart to approve the agenda. Motion Carried.
3. MOTION by Rocque, second by Downs to approve COA Board Meeting Minutes of September 18, 2019, Motion Carried.
4. Inclusa, Managed Care Organization – Director Mueller Johnson stated that Inclusa is a new Managed Care Organization that we will be contracting with. Inclusa will be replacing Care Wisconsin and the contract will go into effect January 1, 2020. There was discussion on how Managed Care Organizations are designed to help keep people in their homes longer.
5. Nutrition Assessment Updates- Avery Steen, Nutrition Coordinator- Avery shared that on October 24<sup>th</sup> we had a Nutrition Assessment done, where the State comes into assess how everything is going with the Nutrition area. She went over all the areas that were talked about and shared how we are doing. This assessment is done every three years. Avery also shared comparisons with serving days and meal site donations and how they stand from last year to this year so far. She also gave an update on the Fall Chain Reaction. Discussion.
6. Transportation Updates- Mary Basak, Transportation Coordinator- Mary shared that she recently hired a driver for the Wausaukee Route, to replace a retiring driver. She said that the agency is also in the process of hiring a new rural bus driver. Mary shared a new driver handbook that was created for all her drivers, and includes all of the transportation programs. She went over the book with the Board. Discussion.
7. Medicare Open Enrollment- Olivia Cherry, Elder Benefit Specialist- Olivia stated that she's been extremely busy with helping clients during the open enrollment period. This goes to December 7<sup>th</sup>, so she will continue to have a full schedule until then. Olivia also talked about how successful the Flavors of the Northwoods Event was and shared that we exceeded our goal from last year. Discussion. Olivia shared that she will be holding a Memory Café in December and is planning to have one quarterly after that. She explained what it is and the partnership the agency has with the Dementia Friendly Community Coalition and the Dementia Specialist. There was discussion on different drug supplement plans.
8. MOTION by Downs, Second by Rocque to change the COA Board meetings and By Laws to the third Wednesday of the month, instead of the second Wednesday, to better fit the schedule of a new member that will be filling the opening that Gilbert Engel's vacancy leaves. Motion Carried.
9. Directors Report:
  - a. Staff updates – Filling two driver's positions. We are looking for a Substitute Meal Site Manager in Marinette.

- b. United Way – Discussion on the Annual United Way Campaign.
  - c. Caring Tree Project – We will be doing the Caring Tree Project for HDM participants again. Discussion on how it works.
  - d. Intergenerational Christmas Cards – Letters have gone out to schools, to have students make Christmas cards again for the HDM participants with their Christmas meal.
  - e. St. Nick is Coming To Town – This is scheduled for Tuesday, November 26<sup>th</sup>. This is the first time doing this type of thing, but hoping for a good turnout. Discussion.
  - f. MOTION by Downs, second by Engel to recommend Al Sauld to fill upcoming Niagara/County vacancy and recommend Don Phillips/Non County Representative/Marinette to a second three-year term. Motion Carried. Director Mueller Johnson shared a letter from Al Sauld, who is interested in serving on the board. We are still soliciting for a non-county vacancy in the Peshtigo area.
  - g. Correspondence- Director Mueller Johnson shared a very nice comment from a Benefit Specialist survey. We recently received donations from an HDM participant and from St. Mary’s Church in Crivitz. MOTION by Engel, second by Baumgart to formally pursue an easement to improve an undeveloped road behind the agency building and owned by the Crivitz Village. Motion Carried. Discussed the possibility of having a road that would come into the back of the building, making a safer entry to the Senior Café/Center on heavy traffic days.
10. Committee Reports- Don Phillips stated that the last ADRC meeting was very informative about fraud and the elderly. Nutrition Advisory Committee minutes in packets.
11. Next COA meeting: December 18th, 2019, The Woods in Crivitz.
12. MOTION by Downs, second by Baumgart to adjourn. Motion Carried.

Submitted by: Shelly Menger, Office Coordinator for Secretary/Treasurer, Debbie Baumgart