

MINUTES - Committee on Aging Board Meeting – December 9, 2015  
The Woods Dining and Trillium

1. Open Session – Meeting called to order by Chairperson, Joe Policello. Roll Call – PRESENT: Donna Compton, Gilbert Engel, Ron Meyers, John Matelski, Sarah Gospodarek and Rosie Nowak. ALSO PRESENT: Director Pam Mueller Johnson, Transportation Coordinator, Mary Basak, Nutrition Coordinator, Kimberly Gould, and Office Coordinator Shelly Menger.
2. MOTION by Meyers, second by Nowak to approve the agenda. Motion Carried.
3. MOTION by Compton, second by Matelski to approve COA Board Meeting Minutes of November 11, 2015. Motion Carried.
4. Meal Site 2016 Contracts - Director Mueller Johnson shared that the 2016 meal site contracts have slowly been coming in. The Niagara and Peshtigo contracts are the most recent to come into the office and will remain the same for 2016. MOTION by Meyers, second by Gospodarek to accept the 2016 contracts for the Niagara and Peshtigo meal sites. Motion Carried.
5. Title III-B Contracts 2016 – Director Mueller Johnson stated that the Title III-B contract is through the Gwaar, in which some of the money we get from them every year is used for systems management, along with other services. A specific amount goes to the two non-profit Senior Centers that we rent from; Niagara and Peshtigo, to help with maintenance and repairs. MOTION by Compton, second by Engel to approve the Title III-B Contracts for 2016. Motion carried.
6. Nutrition Report-Kimberly Gould, Nutrition Coordinator, R.D.
  - a) Nutrition Surveys- Nutrition Coordinator Kimberly Gould passed out the 2015 Congregate and HDM surveys. She explained all the graphs and there was discussion on some of the comments. 95% of both Congregate and HDM comments were very positive.
  - b) YTD meals served- Kimberly shared that year to date, congregare meals are up approximately 3% and HDM are up about 3½ %. She stated that people with the Manage Care Organizations are starting to show growth.
  - c) Chain Wrap Up- For the Fall Chain Reaction, there were 69 volunteers that put in approximately 84 volunteer hours and did 12 homes. This year the leaves seemed to fall later and after the scheduled Chain Reaction Day. Kimberly said that she may schedule next year's fall Chain a few weeks later. There was discussion on how to possibly get more volunteers in the future. Kimberly shared that the Niagara Meal Site is going to be having a Cash Raffle in March and the Marinette meal site is having a Pasty Fundraiser in February.
7. Transportation Report- Mary Basak, Transportation Coordinator
  - a) 5310 Capital Grant- Transportation Coordinator Mary Basak shared that although we had applied for two buses this year; she received word that we were only awarded one. She shared a handout that explained the breakdown of funds to pay for the bus. There was discussion on a contingency plan to buy one smaller van

to be used as a second vehicle, and then reapply for a Section 5310 Bus again in 2016, which the board supported.

- b) 85.21 Grant Application- Mary shared that as of the last COA meeting; she had started writing the 85.21 grant, as she has done every year. Before she was finished with it, she found out she would still have to go through the County to submit it; so she will be working with them to finish it. And it will be submitted after December 15<sup>th</sup>.
8. 2016 County Contract Update- Director Mueller Johnson shared that 2016 County Contract will be going before the Health and Human Services Committee on December 9<sup>th</sup>. Discussion was held. Both the Director and Transportation Coordinator will be attending the HHSD meeting and County Board Meeting, where this will be approved.
9. Directors Report:
- a) **Staff Updates** – Mike Schilling was hired as the new rural bus driver.
  - b) MOTION by Compton, second by Gospodarek to approve the tentative 2016 COA meeting schedule. Motion carried.
  - c) **Donations**- The Agency recently received donations from the Crivitz Women’s Club and St. Mary’s Catholic Church. We also received a Grant from the Green Bay Packer Foundation. The Niagara Meal Site was given 2 different donations of \$100 each.
  - d) **Approved 2016-18 Aging Plan**- The 2016-18 Aging Plan has been approved. Pam shared the letter of approval from The GWAAR.
  - e) **Correspondence**- Discussion on letters from Agency Attorney regarding the 2016 County Contract issues and correspondence with Corporate Council Mattison and County Administrator Hennessee. No further action at this time.
10. Committee Reports:
- a) NAC – Minutes in Packets
  - b) ADRC- Sarah Gospodarek shared that the ADRC’s goal is to help direct people into the MCO’s. It seems the bulk of people are going into Care Wisconsin. Sarah also shared that at the last Senior Center meeting in Niagara, they talked about what can be done to repair the building.
10. Future Meetings
- a. COA Board Meeting – February 10th – Northwood’s Senior Café in Crivitz.
11. MOTION by Nowak, second by Gospodarek to adjourn. Motion Carried.

Respectfully submitted by Shelly Menger for  
Donna Compton, Secretary.