



MANITOWOC COUNTY COMMISSION ON AGING MEETING NOTICE

DATE: January 5, 2012

TIME: 4:30 P.M.

PLACE: 4319 Expo Drive

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Regular business (roll call, previous minutes, correspondence)
2. Public input
3. Approval of agenda as printed
4. Election of Officers
5. Overview of Older Americans Act programs
6. Year to Date Budget
7. Transportation Update
8. Adjournment

Date: December 28, 2011

By: Judy Rank, Director - ADRC

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

Commission on Aging
January 5, 2012 Minutes
4:30 p.m.

Susie Maresh agreed to serve in the capacity of chairperson of the committee as she had served in this capacity for the ADRC board. Maresh called the meeting to order at 4:30 p.m.

Introductions were made and new board members welcomed. Those present: Cathy Wagner, Laurie Burke, Melvin Waack, Melvin Bourgeois, Shirley Fessler, Mona Lou Horstketter, and Susie Maresh. Also present: Judy Rank. Excused: Andy Schneider, Connie Gulash, and Tom Keil.

There was no public input.

Motion by Melvin Waack, second by Laurie Burkner, to approve the agenda as printed. Motion carried.

Officers of the prior ADRC board will serve as officers of the Commission on Aging.

Judy Rank gave an overview of the Older Americans Act and the programs the funding supports.

The year to date budget was reviewed and discussed. The programs will capture all of the 2011 funding and stay within budget.

The year to date transportation budget was distributed and discussed. Judy Rank reported that an RFP was issued and bids came back in December and the bid is in the process of being awarded to Assist To Transport. The Maritime Metro Transit program has been taken over by Jim Muenzenmeyer on January 1, 2012 and the ADRC will be working with the city to secure a contract and experience a smooth transition of the program.

There being no other business, Melvin Bourgeois made a motion to adjourn, seconded by Shirley Fessler.

The meeting adjourned at 5:08.

The next meeting will be February 2nd at 4:30 p.m.

Respectfully submitted,
Judy Rank



MANITOWOC COUNTY COMMISSION ON AGING MEETING NOTICE

DATE: February 2, 2012

TIME: 4:30 P.M.

PLACE: Manitowoc County Office Complex
4319 Expo Dr., Manitowoc

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Regular business (roll call, previous minutes, correspondence)
2. Public input
3. Approval of agenda as printed
4. Self Assessment of 2011 Goals
5. Year to Date Budget
6. Nutrition Report
7. Transportation Update
8. Regionalization of OAA programs
9. Adjournment

Date: January 22, 2012

By: Judy Rank, Director - ADRC

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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Commission on Aging

February 2, 2012 Minutes

The meeting was called to order by Vice-Chair, Cathy Wagner at 4:30 p.m.

Those present: Shirley Fessler, Melvin Bourgeois, Melvin Waack, Mona Lou Horstketter, Tom Keil, Laurie Burke, Andy Schneider, and Cathy Wagner. Also present: Judy Rank Excused: Susie Maresh and Connie Gulash.

Motion by Shirley Fessler, second by Melvin Bourgeois, to approve the January 5, 2012 minutes as printed. Motion carried.

Public Input: Judy Rank gave an update on the progress of the ADRC of the Lakeshore.

Motion by Melvin Waack, second by Andy Schneider, to approve the agenda as printed. Motion carried.

The board members reviewed the goals that were set for 2011 completed the self-assessment. Judy will submit it to Gwaar.

The year to date budget was presented and discussed. Judy Rank will work with the comptroller's office on Monday. All Older Americans Act funding will be captured.

The year to date nutrition report was shared. There were 73,000 home delivered meals and 27,000 congregate meals served during the year.

The year to date transportation report was distributed and discussed. A three year contract will be issued to Assist To Transport to continue as the county provider.

Motion by Andy Schneider, second by Laurie Burke, to proceed with studying the feasibility of combining the Manitowoc and Kewaunee county Older Americans Act programs. Motion carried. Laurie Burke and Mona Lou have agreed to serve on the this committee.

There being no other business, Andy Schneider made a motion to adjourn, seconded by Melvin Waack. The meeting adjourned at 5:25 p.m.

The next meeting will be March 1st at 4:30 p.m.

Respectfully submitted,

Judy Rank



MANITOWOC COUNTY
COMMISSION ON AGING
AMENDED MEETING NOTICE

DATE: March 1, 2012

TIME: 4:30 P.M.

PLACE: Manitowoc County Office Complex
4319 Expo Drive, Manitowoc

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Regular business (roll call, previous minutes, correspondence)
2. Public input
3. Approval of agenda as printed
4. Year to Date Budget
5. Nutrition Report
6. Transportation Update
7. Regionalization of OAA programs
8. Family Care Update
9. Volunteer Appreciation Week
10. May – Older Americans Month
11. *Resolution Endorsing Multiple County Older Americans Act Program*
12. Adjournment

Date: February 22, 2012

Amended: 2/29/2012, 12:25 p.m.

By: Judy Rank, Director - ADRC

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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Commission on Aging
March 1, 2012 Minutes
4:30 p.m.

In the absence of the chair, vice-chair Cathy Wagner called the meeting to order at 4:30 p.m.

Those present: Cathy Wagner, Melvin Waack, Melvin Bourgeois, Shirley Fessler, Mona Lou Horstketter, Tom Keil, Andy Schnedier, and Connie Gulash. Also present was Judy Rank. Excused: Susie Maresh.

Motion by Melvin Waack, second by Shirley Fessler, to approve the minutes of the February 5 meeting as printed. Motion carried.

There was no public input.

Motion by Melvin Bourgeois, second by Tom Keil, to approve the agenda as printed. Motion carried.

The January 2012 expense report was reviewed and discussed.

There were 2,491 congregate meals and 4,258 home delivered meals served through the Older Americans Act program. An additional 918 home delivered meals were purchased by Lakeland Care District for its members.

The January transportation report was distributed and discussed. Judy is working with the corporation counsel on contract language between the county and city. She is also working with the comptroller's office to submit the annual transportation report to the state.

Motion by Andy Schneider, second by Melvin Waack, to approve the Multi-county Older Americans Act Resolution. Motion carried.

Judy Rank reported that the Senate has held a hearing and approved the lifting of the family care cap. The Assembly added an amendment that would require Joint Finance Committee approval for any expansion of Family Care into a new county. If the amendment passes, the bill will have to go back to the Senate for passage of this amendment also.

Volunteer appreciation week is April 15 this year "Celebrating People in Action."

Judy Rank shared information on the Senior Fair that will be held on Wednesday, May 23, at the Ice Center. The theme is "Never too old to play." Attorney Michelle Birschbach will talk about long term care insurance, what are some of the options, and who should be purchasing the insurance.

There being no other business, Connie Gulash made a motion to adjourn, seconded by Andy Schneider.

The meeting adjourned at 5:03.

The next meeting will be April 5th at 4:30 p.m.

Respectfully submitted,
Judy Rank



MANITOWOC COUNTY COMMISSION ON AGING MEETING NOTICE

DATE: April 5, 2012

TIME: 4:30 P.M.

PLACE: Manitowoc County Office Complex
4319 Expo Dr., Manitowoc

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Regular business (roll call, previous minutes, correspondence)
2. Public input
3. Approval of agenda as printed
4. Year to Date Budget
5. Nutrition Report
6. Transportation Update
7. Regionalization of OAA programs
8. ADRC/Family Care Update
9. Emergency Preparedness
10. Stepping On Program
11. May – Older Americans Month
12. Adjournment

Date: March 27, 2012

By: Judy Rank, Director - ADRC

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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Commission on Aging
April 5, 2012 Minutes
4:30 p.m.

Chairperson, Susie Maresh called the meeting to order at 4:34 p.m.

Those present: Cathy Wagner, Melvin Waack, Melvin Bourgeois, Shirley Fessler, Mona Lou Horstketter, Connie Gulash, Laurie Burke and Susie Maresh. Also present was Judy Rank.

Motion by Melvin Waack, second by Laurie Burke, to approve the minutes of the March 1 meeting as printed. Motion carried.

A letter was received from Valeree Lecey of the Greater Wisconsin Association of Aging Resources, Inc., in response to the annual self-assessment of the ADRC, acknowledging that the agency is in compliance with the Wisconsin Elders Act, as well as has been able to meet the goals that were established in the 2011 Aging Unit Plan.

There was no public input.

Motion by Shirley Fessler, second by Connie Gulash, to approve the agenda as printed. Motion carried.

The February 2012 expense report was reviewed and discussed.

There were 2,568 congregate meals and 4,520 home delivered meals served through the Older Americans Act program in February, up slightly from January. An additional 953 home delivered meals were purchased by Lakeland Care District for its members.

The January transportation report was distributed and discussed. Motion by Mona Lou Horstketter, second by Melvin Bourgeois, to approve the 2011 elderly annual \$85.21 transportation report. Motion carried.

Laurie Burke, Mona Lou Horstketter, and Judy Rank shared the progress being made by Kewaunee and Manitowoc County in merging the two Older Americans Act program. Judy is in the process of establishing a spreadsheet that will identify expenses and revenues of both counties for the next meeting, which will be held in Manitowoc on April 13, from 10 until 2 pm.

Judy Rank reported the state lifted the enrollment cap on Family Care/IRIS on Tuesday, April 3. Manitowoc County has an immediate 90 eligible individuals, which includes elderly, physically disabled, and developmentally disabled, to be enrolled in Family Care or IRIS. It is anticipated that this can be accomplished within a three month time frame.

Staff from the ADRC will be participating in the Point Beach Nuclear Drill on April 17.

Judy Rank shared information on the Senior Fair that will be held on Wednesday, May 23, at the Ice Center. The theme is "Never too old to play." Attorney Michelle Birschbach will talk about long term care insurance, what are some of the options, and who should be purchasing the insurance. Shelly Dismore from the Y will be doing an exercise session called "Whatever happened to recess?" The fair will run from 1 to 4 p.m. with bingo to follow for those who wish, and there will be no admission charged.

Judy Rank reported that she has 16 people enrolled in a Stepping On class that started March 29 and will run for 5 more weeks at Aurora. HFM will be hosting a 7 week class starting Tuesday, April 10 at the Wellness Center.

A Powerful Tools class will start Friday, April 13, at Aurora. The class is filled with 15 participants. An evening class is being discussed.

May is Older Americans Month. This year's theme is "Never too old to play."

There being no other business, Connie Gulash made a motion to adjourn, seconded by Mona Lou Horstketter.

The meeting adjourned at 5:10.

The next meeting will be May 3, 2012, at 4:30 p.m.

Respectfully submitted,
Judy Rank



MANITOWOC COUNTY COMMISSION ON AGING MEETING NOTICE

DATE: May 3, 2012

TIME: 4:30 P.M.

PLACE: Manitowoc County Office Complex
4319 Expo Drive
Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Regular business (roll call, previous minutes, correspondence)
2. Public input
3. Approval of agenda as printed
4. Year to Date Budget
5. Nutrition Report
6. Transportation Update
7. Regionalization of OAA programs update
8. Transition Care
9. Family Care Update
10. Senior Club Banquet – May 16
11. May – Older Americans Month
12. Adjournment

Date: April 25, 2012

By: Judy Rank, Director - ADRC

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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Commission on Aging

May 3, 2012 Minutes

4:30 p.m.

Chairperson, Cathy Wagner called the meeting to order at 4:30 p.m.

Those present: Cathy Wagner, Melvin Waack, Melvin Bourgeois, Shirley Fessler, Mona Lou Horstketter, Connie Gulash, Tom Kiel, Pat Kohlman, and Todd Holschbach. Also present was Judy Rank. Absent: Laurie Burke

Motion by Melvin Waack, second by Connie Gulash, to approve the minutes of the April 5 meeting as printed. Motion carried.

There was no public input.

Motion by Shirley Fessler, second by Tom Kiel, to approve the agenda as printed. Motion carried.

Pat Kohlman and Todd Holschbach were welcomed as new board members and introductions were made. Judy Rank gave background information on the Commission on Aging services.

The March 2012 expense report was reviewed and the different Title III programs funded by the Older Americans Act were explained.

There were 2,762 congregate meals and 4,530 home delivered meals served through the Older Americans Act program in March, up slightly from February. An additional 1065 home delivered meals were purchased by Lakeland Care District for its members, which is also up from February.

Judy Rank reported that the s.85.21 contract with the Wisconsin Department of Transportation was received. Manitowoc County will receive \$225,905 in 2012 for its elderly and disabled transportation program and the county is required to provide a 20% match which is \$45,181.

The March transportation reports were distributed and discussed. Judy will get clarification on the changes in the report and share next month.

The committee looking at regionalizing the OAA programs meet on Tuesday. The committee is ready to do presentations to community groups to explain 1) how it will work; 2) why are we doing it; and 3) how will it affect me. Judy Rank went through the process with the board.

Judy Rank shared that the Aging & Disability Resource Center of the Lakeshore approved applying for \$52,000 in ADRC carryover funding from 2011 to work with the two hospitals on a program that will look at reducing the readmission rate back to the hospital within a discharge of 30 days. The county has an Acute Care for the Elderly (ACE) program that is looking at discharges to nursing home and its readmission rate, and this funding will allow for a staff to work with home discharges.

The Manitowoc County Senior clubs will hold its annual banquet on Wednesday, May 16, at the Club Bil-Mar. Anyone wishing to attend can purchase a ticket from the ADRC office.

May is Older Americans Month with a theme of "Never too old to play." Judy Rank reminded everyone of the Senior Fair that will be held on Wednesday, May 23, from 1 to 4 p.m. at the Ice Center. Attorney Michelle Birschbach will talk about long term care insurance, what are some of the options, and who should be purchasing the insurance. Over 50 vendors have signed up to attend.

There being no other business, Melvin Bourgeois made a motion to adjourn, seconded by Melvin Waack.

The meeting adjourned at 5:15.

The next meeting will be June 17, 2012, at 4:30 p.m.

Respectfully submitted,
Judy Rank



MANITOWOC COUNTY COMMISSION ON AGING MEETING NOTICE

DATE: June 7, 2012

TIME: 4:30 P.M.

PLACE: Manitowoc County Office Complex
4319 Expo Drive, Manitowoc WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Regular business (roll call, previous minutes, correspondence)
2. Public input
3. Approval of agenda as printed
4. Year to Date Budget
5. Nutrition Report
6. Transportation Update
7. Regionalization of OAA programs update
8. Transition Care
9. Family Care Update
10. Adjournment

Date: May 30, 2012

By: Judy Rank, Director - ADRC

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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Commission on Aging
June 7, 2012 Minutes
4:30 p.m.

Chairperson, Cathy Wagner called the meeting to order at 4:30 p.m.

Those present: Cathy Wagner, Melvin Waack, Melvin Bourgeois, Shirley Fessler, Mona Lou Horstketter, Laurie Burke, Tom Kiel, Pat Kohlman, and Todd Holschbach. Also present was Judy Rank. Excused: Connie Gulash

Motion by Shirley Fessler, second by Laurie Burke, to approve the minutes of the May 3 meeting as printed. Motion carried.

Judy Rank shared that she received the remainder of the OAA contracts for 2012.

There was no public input.

Motion by Todd Holschbach, second by Melvin Bourgeois, to approve the agenda as printed. Motion carried.

The April year to date budget was distributed and discussed.

The year to date nutrition report was distributed and discussed.

The transportation report was distributed and discussed.

Judy Rank shared a flow chart of the funding from the federal government down to the county. Laurie Burke reported that there will only be one more meeting with Buck regarding the blending of the two Older Americans Act programs. Committee members will be making a presentation at each county board meeting in July explaining the process of merging the two programs. Steve Rollins is set to begin working on the agreement that will merge the 2 OAA programs into the ADRC of the Lakeshore.

Judy Rank reported that the Department of Human Services has put the \$52,000 in carryover funding from 2011 into Manitowoc's 2012 budget for a Transition Care position. The position is on Tuesday's personnel board meeting agenda.

Judy Rank reported that all individuals on the waitlist have either passed as they are not in need of services at the moment, are still spending down assets, or have a cost share that exceeds the amount of services needed. As a result individuals needing service will be able to be served immediately.

There being no other business, Mona Horstketter made a motion to adjourn, seconded by Melvin Waack. The meeting adjourned at 5:07 p.m.

The next meeting will be Thursday, July 12 at 4:30 p.m.

Respectfully submitted

Judy Rank



MANITOWOC COUNTY COMMISSION ON AGING MEETING NOTICE

DATE: July 12, 2012

TIME: 4:30 P.M.

PLACE: Manitowoc County Office Complex
4319 Expo Drive, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Regular business (roll call, previous minutes, correspondence)
2. Public input
3. Approval of agenda as printed
4. Year to Date Budget
5. Nutrition Report
 - a. Farmer's Market Vouchers
6. Transportation Update
7. SeniorCare Reauthorization
8. County Plan
9. Family Care Update
10. Medicare Part D update
11. Fall Focus
12. Adjournment

Date: July 2, 2012

Catherine Wagner, Chair
By: Judy Rank, Director - ADRC

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Commission on Aging
July 12, 2012 Minutes
4:30 p.m.

Chairperson, Cathy Wagner called the meeting to order at 4:30 p.m.

Those present: Cathy Wagner, Melvin Waack, Melvin Bourgeois, Shirley Fessler, Connie Gulash, Pat Kohlman, Laurie Burke, and Todd Holschbach. Also present was Judy Rank.
Excused: Mona Lou Horstketter

Motion by Shirley Fessler, second by Melvin Waack, to approve the minutes of the June 7 meeting after replacing Connie Gulash's presence with Laurie Burke. Motion carried.

Public Input: None

Motion by Melvin Bourgeois, second by Connie Gulash, to approve the agenda as printed. Motion carried.

The year to date budget was distributed and reviewed.

The nutrition report was distributed and reviewed. Manitowoc County received 363 farmer's market vouchers valued at \$25 that can be used at local farmers markets. All have been distributed to eligible seniors.

The May transportation report was distributed and discussed. A donation of \$2,500 has been made to the ADRC and VA office from HFM Lovelight program to assist with transportation of veterans to medical appointments.

Motion by Laurie Burke, second by Todd Holschbach, to approve supporting the reauthorization of SeniorCare through December of 2015. Motion carried.

A presentation will be made at the County Board meeting on Tuesday regarding the combining of the aging programs in Kewaunee County with the ADRC of the Lakeshore. A draft 2013-2015 County Plan that identifies the goals for the two county program is due for review to the state by September 1, 2012. The goal areas were identified and discussed by the committee.

Judy Rank reported that there no longer is a waiting list of individuals both functionally and financially eligible for long term services and that the ADRC is now in a position to offer either Family Care or IRIS services as soon as eligibility is determined.

A reunion of Living Well and Stepping On participants will be held in place of a Fall Focus conference this year. The program will bring together participants and an opportunity for the community to learn more about these prevention programs from the participants.

There being no other business, Laurie Burke made a motion to adjourn, seconded by Todd Holschbach. The meeting adjourned at 5:20 p.m.

The next meeting will be August 2 at 4:30 p.m.

Respectfully submitted,
Judy Rank



MANITOWOC COUNTY COMMISSION ON AGING MEETING NOTICE

DATE: August 2, 2012

TIME: 4:30 P.M.

PLACE: Manitowoc County Office Complex
4319 Expo Dr., Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Regular business (roll call, previous minutes, correspondence)
2. Public input
3. Approval of agenda as printed
4. Review of Public Hearing on Draft County Plan (4pm – August 2)
5. Approval of Draft County Plan
6. Resolution regarding Aging Services Agreement with ADRC of the Lakeshore
7. Year to Date Expense Report
8. Nutrition Report
 - a. Farmer's Market Vouchers
9. Transportation Update
10. Family Care Update
11. Medicare Part D update
12. Fall Focus
13. Adjournment

Date: July 24, 2012

Catherine Wagner, Chair
By: Judy Rank, Director - ADRC

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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Commission on Aging
August 2, 2012 Minutes
4:30 p.m.

Chairperson, Cathy Wagner called the meeting to order at 4:40 p.m.

Those present: Cathy Wagner, Melvin Waack, Melvin Bourgeois, Shirley Fessler, Connie Gulash, Pat Kohlman, Laurie Burke, and Mona Lou Horstketter. Also present was Judy Rank. Excused: Todd Holschbach and Tom Keil.

Motion by Laurie Burke, second by Shirley Fessler, to approve the minutes of the July 12 meeting. Motion carried.

Public Input: None

Motion by Melvin Bourgeois, second by Connie Gulash, to approve the agenda as printed. Motion carried.

Discussion occurred regarding the public hearing on the County Plan. Motion by Mona Lou Horstketter to approve the draft plan, seconded by Connie Gulash. Motion carried.

Motion by Melvin Waack, second by Laurie Burke, to approve the resolutions accepting the Aging Services Agreement with the ADRC of the Lakeshore. Motion carried.

The year to date budget was distributed and reviewed.

There was no nutrition report. All senior farmer's market vouchers have been distributed to eligible seniors.

The June Holiday House transportation report was distributed and discussed. There has been a change in staffing at Maritime Metro, thus only 1 report was sent this month.

There still continues to be no wait list of individuals who are both functionally and financially eligible for long term care services, allowing for all new requests for Family Care or IRIS to be processed without having to be placed on a waitlist. Word was received from the state that its Family Care/IRIS sustainability plan does include the necessity for Manitowoc County to relocate between 27 and 42 individuals from nursing homes within the next twelve months. Only 6 relocations have occurred during the first 6 months of this year.

Medicare Part D and Advantage Plans open enrollment begins October 15 and will run through December 7, 2012. Several staff from the ADRC will take training in September and then follow up with training of volunteers and Lakeland employees prior to October 15.

The county will be proclaiming September as Fall Focus month with September 22 as Fall Focus day. A reunion of Living Well and Stepping On participants will be held in place of a Fall Focus conference this year. The program, which will be held on September 18, will bring together participants and the community to learn more about these prevention programs from the participants.

There being no other business, Laurie Burke made a motion to adjourn, seconded by Mona Lou Horstketter. The meeting adjourned at 5:05 p.m.

The next meeting will be August 6 at 4:30 p.m.

Respectfully submitted,
Judy Rank



MANITOWOC COUNTY COMMISSION ON AGING MEETING NOTICE

DATE: September 6, 2012

TIME: 4:30 P.M.

PLACE: Manitowoc County Office Complex
4319 Expo Dr., Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Roll Call
2. Approval of previous minutes
3. Correspondence
4. Public input
5. Approval of agenda as printed
6. Year to Date Expense Report
7. 2013 Budget
8. Nutrition Report
9. Transportation Update
10. Family Care Update
11. Medicare Part D update
12. Aging Network Conference – Sept 20-21
13. Fall Focus – Sept 18
14. Volunteer Banquet – October 31
15. Adjournment

Date: August 29, 2012

Catherine Wagner, Chair
By: Judy Rank, Director - ADRC

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Commission on Aging
September 6, 2012 Minutes
4:30 p.m.

Chairperson, Cathy Wagner called the meeting to order at 4:30 p.m.

Those present: Cathy Wagner, Melvin Waack, Melvin Bourgeois, Shirley Fessler, Connie Gulash, Pat Kohlman, Todd Holschbach, Tom Keil, and Mona Lou Horstketter. Also present was Judy Rank.

Motion by Shirley Fessler, second by Melvin Waack, to approve the minutes of the August 2 meeting. Motion carried.

Correspondence: None

Public Input: None

Motion by Todd Holschbach, second by Melvin Bourgeois, to approve the agenda as printed. Motion carried.

The Year to Date Expense Report was distributed and discussed.

The 2013 Budget was distributed and discussed.

The Nutrition Report was distributed and discussed.

The July transportation report was distributed. Judy will meet with the new staff at Maritime Metro to explain the report.

Judy Rank reported that the ADRC currently has more than 50 available spots for immediate enrollment into either Family Care or IRIS.

Open enrollment for Medicare Part D will begin on October 15 and run through December 7, 2012. Eight volunteers will again help with the enrollment process. The ADRC is going to host a training session on October 9 for individuals who have Medicare to learn how to check their own Part D plan.

Information on the Aging Network Conference that will be held on Sept 20 and 21 was shared. Melvin Bourgeois will be attending as part of the state advisory committee. Judy Rank will be part of a panel discussion on partnering with hospitals on transition care.

Judy Rank shared information on the Fall Focus that will be held on September 18.

An invitation was extended to board members to attend the volunteer banquet on October 24.

There being no other business, Todd Holschbach made a motion to adjourn, seconded by Mona Horstketter. The meeting adjourned at 5:05 pm.

The next meeting will be October 4, 2012 at 4:30 pm.

Respectfully submitted,
Judy Rank



MANITOWOC COUNTY COMMISSION ON AGING MEETING NOTICE

DATE: October 4, 2012

TIME: 4:30 P.M.

PLACE: Manitowoc County Office Complex
4319 Expo Drive, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Roll Call
2. Approval of previous minutes
3. Correspondence
4. Public input
5. Approval of agenda as printed
6. Year to Date Expense Report
7. Nutrition Report
8. Transportation Update
9. Update on Transition Care program
10. Family Care Update
11. Medicare Part D update
12. Volunteer Banquet – October 24
13. Adjournment

Date: September 19, 2012

Catherine Wagner, Chair
By: Judy Rank, Director – ADRC

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

Commission on Aging
October 4, 2012 Minutes
4:30 p.m.

Chairperson, Cathy Wagner called the meeting to order at 4:30 p.m.

Those present: Cathy Wagner, Melvin Waack, Laurie Burke, Shirley Fessler, Connie Gulash, Pat Kohlman, Todd Holschbach, Tom Keil. Also present was Judy Rank. Excused: Melvin Bourgeois and Mona Lou Horstketter.

Motion by Tom Keil, second by Melvin Waack, to approve the minutes of the September 6 meeting, after correcting the attendance report to reflect Connie Gulash as excused rather than present. Motion carried.

Correspondence: None

Public Input: None

Motion by Todd Holschbach, second by Laurie Burke, to approve the agenda as printed. Motion carried.

The Year to Date Expense Report was distributed and discussed.

The Nutrition Report was distributed and discussed.

The August transportation report was distributed. Judy reported that word was received from the DOT that Manitowoc County will be a recipient of the 3 buses that were requested through a grant application filed in February, 2012. Vehicles are expected to arrive in spring of 2013.

Today is the day of training for the staff on the Transition coach program. On Tuesday, partners in the program will be meeting to enter into the agreement with MetaStar to share information among the group.

Judy Rank reported that the ADRC currently has more than 85 available spots for immediate enrollment into either Family Care or IRIS. There are 170 individuals on the waitlist, but all of them have declined services either because they are still spending down on assets, have a cost share that will exceed services, or are doing okay without services.

Open enrollment for Medicare Part D will begin on October 15 and run through December 7, 2012. Judy will be talking about changes on WOMT's "Be My Guest" program tomorrow.

An invitation was extended to board members to attend the volunteer banquet on October 24.

There being no other business, Todd Holschbach made a motion to adjourn, seconded by Laurie Burke. The meeting adjourned at 5:05 pm.

The next meeting will be November 1, 2012 at 4:30 pm.

Respectfully submitted,
Judy Rank



MANITOWOC COUNTY
COMMISSION ON AGING
AMENDED MEETING NOTICE

DATE: November 1, 2012

TIME: 4:30 P.M.

PLACE: Manitowoc County Office Complex
4319 Expo Drive, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Roll Call
2. Approval of previous minutes
3. Correspondence
4. Public input
5. Approval of agenda as printed
6. Year to Date Expense Report
7. Nutrition Report
 - audit report
8. Transportation Update
 - transportation assessment
 - public hearing – Nov 28 – 4 p.m.
9. Resolution to accept county plan (discussion and possible action)
- 10. ADRC updates**
11. Family Care Update
12. Medicare Part D update
13. Adjournment

Date: October 22, 2012
Amended: October 29, 2012 @ 6:09 p.m.

Catherine Wagner, Chair
By: Judy Rank, Director - ADRC

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

Commission on Aging
November 1, 2012 Minutes
4:30 p.m.

Chairperson, Cathy Wagner called the meeting to order at 4:40 p.m.

Those present: Cathy Wagner, Melvin Waack, Laurie Burke, Shirley Fessler, Connie Gulash, Pat Kohlman, Todd Holschbach, Tom Keil, and Mona Lou Horstketter. Also present was Judy Rank. Excused: Melvin Bourgeois.

Motion by Todd Holschbach, second by Connie Gulash, to approve the minutes of the October 4 meeting. Motion carried.

Correspondence: None

Public Input: Judy Rank shared information on three resolutions that were approved by the Aging & Disability Resource Center board at its October meeting. The resolutions will now be forwarded to the County Board for vote at its November meeting. The first resolution amended the 2012 budget to reflect the increases received during the year for the ADRC operating budget and the adjustments to the Older Americans Act portion of the budget to reflect the actual funding for the year rather than the budgeted funding. The second resolution accepts a dementia specialist pilot project grant in the amount of \$66,380 from the Department of Health Services. The final resolution requests adding a full time Information & Assistance specialist to fulfill the state's requirement to address nursing home relocations.

Motion by Todd Holschbach, second by Melvin Waack, to approve the agenda as printed. Motion carried.

The Year to Date Expense Report was distributed and discussed.

The Nutrition Report was distributed and discussed. Judy shared information on the county audit of the nutrition report and that the auditor is recommending that the county look at a billing system for all nutrition programs to avoid any possible misuse of the donations.

The September transportation report was distributed. Discussion regarding the decrease in Lakeland Care District rides occurred. The Bay Lake Regional Planning Commission conducted its five year county transportation assessment in Manitowoc on Tuesday and in Kewaunee on Wednesday. The Manitowoc office will have a public hearing on its s.85.21 elderly and disabled transportation program on November 28 at 4 p.m.

The Greater Wisconsin Association of Aging Resources, Inc. (Gwaar) has informed the ADRC that it is not necessary to provide a resolution to accept the county plan. The acceptance of the budget by the county board and signature of the plan by the COA chairperson meets the state requirements.

As of today, there are 85 Family Care/IRIS positions available to the community. Discussion took place regarding services provided by Family Care.

Medicare Part D open enrollment began October 15 and will run through December 7. There are 2 volunteers each at the Two Rivers and Manitowoc Senior Centers and 4 volunteers that are working in the ADRC office.

There being no other business, Shirley Fessler made a motion to adjourn, seconded by Todd Holschbach. The meeting adjourned at 5:15 pm.

The next meeting will be December 6th at 4:30.

Respectfully submitted,
Judy Rank



MANITOWOC COUNTY COMMISSION ON AGING MEETING NOTICE

DATE: December 6, 2012

TIME: 4:30 P.M.

PLACE: Manitowoc County Office Complex
4319 Expo Drive, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Roll Call
2. Approval of Previous Minutes
3. Correspondence
4. Public Input
5. Approval of Agenda as Printed
6. Year to Date Expense Report
7. Nutrition Report
 - Audit Report
8. Transportation Update
 - Public Hearing – Nov 28 – 4 p.m.
 - LogistiCare Update
9. Resolution to apply for and accept s.85.21 transportation funding (discussion and possible action)
10. Family Care Update
11. Medicare Part D Update
12. Board Appointments/Meetings for 2013 COA
13. Adjournment

Date: October 22, 2012

Catherine Wagner, Chair
By: Judy Rank, Director - ADRC

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

Commission on Aging
December 6, 2012 Minutes
4:30 p.m.

Chairperson, Cathy Wagner, called the meeting to order at 4:30 p.m.

Those present: Cathy Wagner, Laurie Burke, Shirley Fessler, Connie Gulash, Pat Kohlman, Todd Holshbach, Tom Keil, Mona Lou Horstketter, and Melvin Bourgeois. Also present: Judy Rank and 2 students from Roncalli's government class. Excused: Melvin Waack.

Motion by Shirley Fessler, Todd Holshbach, to approve the minutes from the November 1, 2012 meeting. Motion carried.

Correspondence: None

Public Input: None

Motion by Melvin Bourgeois, second by Pat Kohlman, to approve the agenda as printed. Motion carried.

Judy Rank distributed and explained the year to date expense report.

The nutrition report was distributed and discussed. Also discussed was the development of a billing system for all home delivered meal recipients.

The October transportation report was distributed and discussed. A public hearing was held on November 28 for the purpose of gathering public input on the 2013 s.85.21 Elderly and Disabled Transportation program. The ADRC will be receiving \$14,000 less in funding for 2013 as a result of the 2010 census. LogistiCare has given notice to DHS that it will be discontinuing MA transportation in WI on Feb 15. The ADRC is monitoring future action as to what the county's role will need to be with this program.

The resolution to apply for s.85.21 funding will be deferred to the ADRC board meeting.

The ADRC is beginning to get more negative feedback from newly enrolled MCO members. DHS liaison will be working with the ADRC and the state to work through these issues.

Open enrollment in Part D and the ability to switch to a different advantage plan will end on midnight, December 7. All staff have been working extra to accommodate everyone and volunteers and here on Friday with appointments.

Mona, Melvin, Connie, and Shirley are willing to serve on the COA. Their names will be passed on to the County Clerk's office. The COA will meet opposite months of the ADRC.

There being no other business, Todd Holschbach made a motion to adjourn, seconded by Laurie Burke. The meeting adjourned at 5:05 pm.

Respectfully submitted,
Judy Rank