

**Oneida County Commission on Aging Meeting Minutes**  
**August 18, 2011**

**Present:** Sonny Paszak, Catherine Parker, Peter Wolk, Joan Hauer, Sean McAdam, Nancy Brissee. **Absent/excused:** Maxine Meyer, Carol Pederson, Bob Metropulos. **Staff:** Dianne Jacobson, Julie Plamann. **Guests:** none

**Call to order:** 12:45 p.m. Meeting called to order by Paszak at the Nokomis Senior Dining Site located at 2541 Lake Nokomis Rd, Tomahawk, Wisconsin, who noted that the agenda had been properly posted and the media notified.

**Approval August 18, 2011 Agenda:** Motion Wolk /Hauer approving agenda. All ayes, motion passed.

**Approval July 21, 2011 Minutes:** Motion Wolk/ Brissee approving July 21, 2011 meeting minutes. All ayes, motion passed.

**Date/Time and Locations of Future Meetings:** The next scheduled meeting will be Thursday, September 15, 2011, 12:00 noon at the future Dept on Aging building at 100 W. Keenan Street, Rhinelander, Wisconsin.

**2012 LTE positions:** Jacobson explained that the proposal the COA approved last month to create a Site Manager I and II position will not be feasible financially and had a very slim chance of being approved by the Labor Relations Employee Services Committee (LRES). Jacobson requested not splitting the position at this time and working instead to get a 3% increase approved for Site Managers. No county tax levy monies are not involved for the dining site managers, funding is through State and Federal nutrition programs. There are no proposed changes to substitute bus driver LTE, receptionist LTE or Fitness Leader LTE positions. The LRES committee will review staffing requests on Wed Aug 24, 2011. Motion Wolk/Brissee approving staffing request as presented. All ayes, motion passed.

**2012 Contracts:** Jacobson explained the current contracts with Lakeland Senior Center and with Headwaters, Inc. The current Lakeland Senior contract of \$27,838 includes a combination of county tax levy and a portion of some of our federal and state grants in recognition of the services they provide older adults in the northern part of Oneida County. Headwaters, Inc receives \$23,444 from the Dept on Aging WisDOT allocation for Specialized Transportation. Discussion continued on whether to reduce the Lakeland Senior Center contract due to the fact that the Department on Aging has been forced to reduce their budget for several years in row. Motion Parker/Wolk to reduce the 2012 contract allocation to the Lakeland Senior Center to \$25,000. All aye, motion passed.

**2012 Department on Aging budget:** The 2012 budget review is underway with Jacobson and Account Clerk, Linda McKenzie currently working on the process. Copies of proposed 2012 budget will be mailed to the commission members before the next committee meeting.

**Headwaters Inc request for vehicle repair expenses.** A letter dated 7/25/2011 from Headwaters, Inc requesting \$2,800 for vehicle repair was circulated. Discussion continued on whether to pay a portion of the request or to deny due to current yearly funding of \$23,444 and an additional donation this year of \$10 thousand for purchase of new van. Motion McAdam/Parker denying the funding request of \$2,800 from Headwaters Inc. All ayes, motion passed.

**Senior Center Advisory Council Bylaw Change:** The Senior Advisory Council submitted a revision to their bylaws that would allow the council to replace a member on their board if that member had three or more unexcused absences. Motion Brissee/Paszak approving amendment to the Oneida County Senior Advisory Council bylaws as requested. All ayes, motion passed.

**Family Care and ADRC of the Northwoods updates:** The application to create the ADRC of the Northwoods was submitted on July 20, 2011 to the State review board. At this time there are three other county groups also under application review. Jacobson reported that the timeline will be tight in order to create the local board of directors. County Board Chairman Cushing will appoint a county board member to serve on the ADRC board of directors. In October citizen applications will be reviewed to fill out the board. Board consists of 7 representatives appointed from each jurisdiction and eight citizen members representing the target groups. The board will then hire the ADRC Regional Manager.

**New Building updates:** Jacobson reviewed the dining area floor and wall covering design/plan as proposed by Mary Ann Seefeldt of Designed Interiors, LLC of Three Lakes, Wisconsin. Flooring and fabric samples as well as furniture suggestions were examined. No action.

**Monthly reports: Director, program reports and Senior Center Advisory Council:** Committee members reviewed reports. Jacobson briefly reported on proposed County Board Resolution #55-2011 that recommends combination of various department committees. If passed, the resolution may change the meeting day and time or the Commission on Aging may change as of April 2012. Motion Wolk/Brissee accepting reports as presented. All ayes, motion passed.

**Vouchers and Bills:** Bills and personal vouchers were presented for payment. Motion Wolk/Parker approving vouchers and bills as presented. All ayes, motion passed.

**Line Item Transfers:** Request of approval of line item transfer to adjust amended grant balances and apply funding to appropriate budget line. Motion Brissee/Hauer approving line item transfer as presented. All ayes, motion passed.

**Out-of-County travel:** Jacobson requested approval to attend an ADRC meeting in Merrill, Wisconsin on Tuesday, August 23, a State Directors Association (ADPAW) meeting in Stevens Point on September 8, and the State Transportation Conference/training in Manitowoc on September 25-27. Motion McAdam/Wolk approving request for out of county travel by Jacobson. All ayes, motion passed.

**Topics for Future Agendas:** Family Care Committee, ADRC, tour of new building, and caterer contract bid opening.

**Public Comment/Communications:** none

**Adjourn:** Motion Wolk/McAdam adjourning meeting at 2:07 p.m. All ayes, motion carried.

Respectfully submitted,

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P. Wolk, COA Secretary