

**Oneida County Commission on Aging Meeting Minutes  
August 19, 2010**

**Present:** Sonny Paszak, Bill Schell, Catherine Parker, Peter Wolk, Jeanette Pederson, Carol Pederson, Bob Metropulos, Sean McAdam **Absent/excused:** Maxine Meyer  
**Staff:** Dianne Jacobson, Linda McKenzie, Julie Plamann **Guests:** none

**Call to order:** Paszak called meeting to order at 12:01 p.m. in Committee Room 2, Oneida County Courthouse, Rhinelander, Wisconsin, noting that the agenda had been properly posted and the media notified. Agenda items may be reviewed out of listed order. Paszak then introduced Sean McAdam, the new citizen member of the Commission on Aging.

**Approval August 19, 2010 Agenda:** Motion Wolk/Metropulo approving agenda. All ayes, motion carried.

**Approval July 15, 2010 Minutes:** Motion Metropulos/J.Pederson approving July 15, 2010 meeting minutes. All ayes, motion carried.

**Date/Time and Locations of Future Meetings:** Thursday September 16, 2010 at 12:30 p.m. at the Lakeland Senior Center in Woodruff, Wisconsin. Committee members that choose to ride together from Rhinelander will leave the Senior Center at 11:15 a.m. and then eat lunch at the Lakeland Senior Center at noon. The meeting will start at 12:30 p.m.

**2011 Budget and Contracts:** Copies of the proposed 2011 Budget were distributed. Linda McKenzie, Account Clerk II for the Dept on Aging reviewed the chart of funding sources. She and Jacobson explained DOT funding, State and Federal funding for nutrition and transportation programs and matching funding procedures. The total 2011 budget funded by the county tax levy has been reduced by approximately 9.9 percent in non-wage & benefit expenditures pursuant to Finance Dept's request for a 5 percent reduction. Jacobson and McKenzie briefly explained the projected revenue and expenses of each program included in the Dept on Aging 2011 budget and how all grant monies received must be used. For the past four years the Dept on Aging has returned monies to the General Fund. McKenzie further explained how monies allocated yearly from county tax levy must be used or returned to the General Fund.

Motion Wolk/C.Pederson approving the 2011 Budget including contract amounts for Headwaters, Inc and Lakeland Senior Center as presented. Motion carried with all ayes.

**Department on Aging Building Committee Update:** During a closed session of the County Board August 2010 meeting, negotiations were authorized to continue between Corporation Counsel and representatives from Trig Solberg to establish a sales price to the Northern Advantage Job Center building. It is anticipated that the price will be announced at the September County Board meeting. The anonymous donor's family has extended the timeframe of the donation to December 31, 2010, providing a building has been purchased and a contract for remodeling is in place.

**2010 Departmental Information Document:** Copies of the Departmental Information Document (DID) were mailed to committee members for review prior to the meeting. Parker called for correction on page 168 regarding the current department budget total. Jacobson noted the correction.

*Motion Wolk/Schell approving the 2010 Departmental Information Document as amended. All ayes, motion carried*

**2011 LTE Requests:** Annual staffing requests for LTE substitute bus driver, LTE Nutrition site managers and LTE receptionist were reviewed. The LRES committee has determined that there will not be any increase to any LTE wage scale. Discussion continued on approaching the LRES committee to attempt a wage increase for dining site managers for the 2012 budget year. The dining site managers' wages are funded through the Older Americans Act (Federal funding). There is no money received from the county for their wages. Parker proposed a motion that Jacobson arrange a request for wage increase for dining site managers for 2012. Motion was tabled as it was not listed as an agenda item for discussion but will be brought back as an agenda item in September 2010. Jacobson then explained the new job title of Fitness Leader that will be a requested LTE position for folks who are teaching our Arthritis Foundation Exercise Program at various dining sites. There are three dining site managers that have been trained as fitness instructors. The wage will be the same as site managers. If approved today, the request will be reviewed for approval next Wednesday by the LRES committee.

*Motion Metropulos/Parker to approve the 2011 LTE requests. Motion passed with all ayes.*

**ADRC Committee:** Jacobson reviewed common message #8 from the ADRC of the Northwoods Planning Consortium. Letters of intent have been signed by the 5 participating counties. Two area tribes, Lac du Flambeau and Sokaogon Chippewa have extended strong support of the ADRC and are still discussing joining the consortium. Florence County will host the August 31 meeting.

**Tri-County Transit Commission:** Gwen Larson, consultant for the transit commission visited the Dept on Aging and reviewed bus scheduling. Possible routes to Sugar Camp or the Stella/Starks area was discussed as was defining what will constitute a disabled person who is under age 60. There are no formal suggestions yet and Gwen may attend a future commission meeting.

**Advisory Council:** Bylaws and Vacancy: The bylaws have been forwarded to Corporation Counsel Desmond for review and are still pending. Final review of raffle policies is also under review by corporation counsel. Jacobson stated that four applications for Advisory Council were received. The Advisory council is recommending that the DOA appoint Rhae Ellen Schnoor as the new member on the Advisory Council.

*Motion McAdam/Metropulos approving recommendation of Rhae Ellen Schnoor to the Oneida Senior Center Advisory Council. Motion passed with all ayes.*

**Director's Monthly Report:** No written report to review this month. Jacobson noted that she will be visiting out of state from Wed 8/24/10 through 8/30/10, returning Aug 31 for meeting in Florence County.

**Monthly Departmental Reports:** Reports reviewed.

*Motion Schell/Parkerr accepting and approving the monthly departmental reports. All ayes, motion passed.*

**Vouchers and Bills:** Jacobson presented bills and personal vouchers for payment.

*Motion Metropulos/C.Pederson accepting and approving vouchers and bills as presented. All ayes, motion passed.*

**Line Item Transfers:** Jacobson explained a needed adjustment to the 2010 budget.  
Motion Wolk/Schell approving the line item transfer. Motion passed with all ayes.

**Out-of-County travel:** Jacobson requested approval to travel to Florence County on August 31<sup>st</sup> for the next ADRC meeting.

Motion C.Pederson/Schell approving Jacobson's out of county travel. All Ayes, motion passed.

**Topics for Future Agendas:** Normal agenda items, Advisory Board By-laws review, raffle policy and LTE 2012 wages.

**Public Comment/Communications:** None.

**Adjourn:** Motion Metropulos/Wolk adjourning meeting at 1:50 p.m. All ayes, motion carried.

Respectfully submitted,

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P. Wolk  
COA Secretary