

**IOWA COUNTY COMMISSION ON AGING BOARD**  
**Aging & Disability Resource Center of SW Wisconsin, Iowa Co.**  
**MEETING MINUTES**  
**COUNTY BOARD ROOM**  
**3:00 p.m.**  
**Monday, April 6, 2009**

**CALL TO ORDER:** The meeting was called to order by Chair Margaret Peat  
At 3:00 p.m.

**ROLL CALL AND INTRODUCTIONS:** Judy introduced our new Disability Benefit Specialist, Deb Ehr, and our new Lead Information and Assistance Specialist, Jean Zawacki. We have another person starting on April 20, 2009, Shannon Wilson.

**MEMBERS PRESENT:** Ron Benish, Lorraine Drews, Lorraine Fristch, Gerald Dorscheid, MaryClaire Murphy, Margaret Peat, Diane McGuire, Mildred Swedland, Rosalie Zweifel

**ADVISORY MEMBERS PRESENT:** Carol Brown

**STAFF PRESENT:** Judy Lindholm, Alvina Sturz, Laura Crowley, Jean Zawacki, Deb Ehr

**OTHERS PRESENT:**

**MEMBERS EXCUSED:** Lorraine Jones, Eva Kraak, Geri Peterson, Phyllis Reddell

**CERTIFICATION OF MEETING:** COA Director, Judy Lindholm reported that the meeting had been posted and certified as required by law.

**APPROVAL OF AGENDA AND MEETING MINUTES:** Ron Benish made the motion to approve the April 6, 2009 agenda, Jerry Dorscheid seconded the motion. Motion carried without negative vote. Jerry Dorscheid made the motion to approve the meeting minutes from the March 6, 2009 meeting. Lorraine Drews seconded the motion. Motion carried without negative vote. .

**FINANCIAL REPORT:** COA Director Judy Lindholm reported the expenses for March which include Vouchers 1061 to 1092 totaling \$22,972.20 and the income for March which includes Vouchers 1093 – 2000 totaling \$8,374.20. Judy distributed copies of the Financial Report for the Month of March for members to review.

**REPORTS OR COMMENTS FROM OTHER BOARD MEMBERS, OR MEMBERS OF THE AUDIENCE:** Rosalie Zweifel reported about S.H.A.R.E. She distributed the S.H.A.R.E. newspaper that lists the items, packages and the order form. The April order date deadline is April 7<sup>th</sup> (the latest April 10<sup>th</sup>) and delivery pick up on

the 25<sup>th</sup>. They are now accepting food stamps. This last month they distributed \$1,400.00 worth of groceries. There is a \$15.00 minimum – shipping is 10% and handling is \$1.00 on every order. There is no AARP meeting on Tuesday the 21<sup>st</sup>. On April 20<sup>th</sup> AARP will be going on the Care-A-Van to Olbrich Gardens in Madison. In May the regular schedule will resume (the 3<sup>rd</sup> Tuesday of each month). Ron Benish asked several members to talk about (Second Harvest) (usually dented and outdated food) and the meals that are being served at churches and the items that they distribute. Lorraine Fritsch talked about her church (Highland) and that they served about 140 meals (the last Monday of each month) and distributed many items. Millie Swedlund added that the Lutheran church in Barneveld does something similar – though, the members donate the food and items. Any extra food goes to SWCAP. Lorraine indicated that they had folks from as many as 30 zip codes.

**BENEFIT SPECIALIST REPORT:** Alvina Sturz distributed the March Monthly Report to commission members. Alvina reported that approximately 372 surveys will be mailed to households served by the Benefit Specialists office in 2008, within the next few weeks. Committee members reviewed the 2008/2009 number and also the activity/contact list for the month of March.

**COUNTY AGENCY:** There was no County Agency Report.

**SUN AGENCY:** There was no Sun Agency Report. S.U.N. Board Members were asked if they had anything to report. Ron Benish indicated that there are more dollars coming for the meal program from the Governors Budget. Mary Spillane has left the S.U.N. program and we have hired Jan Baker to replace and she is doing a great job. She is also our Taxi Cab Driver. She drives Wed and Friday and works in the SUN office three days a week.

**OFFICE/TRANSPORTATION ASSISTANT REPORT:** Laura Crowley passed out the March Transportation Report. Units for the Care A Van are really up – last March the unit count was 485 and this year it is 769. The amount of donations is also on the rise. We try to fill the bus, more senior trips/plays/quilting events. We have senior trip days full – and all the plays are full. No cancellations during the month of March. Driver Escort is down further than it was last month. Last year there were 307 units in the month of March, and this year only 182 – the lowest that we have seen. The Taxi is very busy taking some of the folks that would have normally been driven by D.E. Lands' End is using the taxi, folks going to dialysis and therapy, shopping, lunch, hair appointments, etc. Our taxi may get even busier this Fall, due to students not being bused, so we may be transporting.

**DIRECTOR'S REPORT AND TRAINING:  
ADRC REPORT:**

The ADRC keeps plugging along. We were the last one to open. We had a Joint Regional Managers Meeting at Dodge Point on April 2. We are talking about policies and procedures, currently working on grievance and appeals, waiting lists, inclusion,

exclusion follow up, disenrollment, PAC – a lot of things that need to be revisited. The directors will work on these items and bring them to our various regional boards and they will vote on them separately. Some of them will apply to the whole eight county region, others of them will apply to the two four county regions. A person from the State has come to see our corner of the world, even before we were open had our new ladies, and they thought what we had was quite nice. We still have a lot of work to do – but we are on the right track. Judy reminded everyone that our OPEN HOUSE on May 11<sup>th</sup> from 11 a.m – 4 p.m. Please come to the meeting a little early and invite others to come to see our department growing.

**STRAPP and NEW FREEDOM** - We talked to a driver from LIFT and asked if they were driving clients and thought that maybe that is why our DE numbers are down. But, they are not , so they do not seem to be affecting our numbers. We need to possibly look at expanding our services, to things other than medical.

**BY LAWS AND JOB DESCRIPTIONS FOR ADRC BOARD MEMBERS:** Judy distributed Aging and Disability Resource Center SW Wisconsin – Iowa County By Laws. This is a place to begin our discussion. Please take them home and review. Anything bold is new, replacing anything that is double scored. The one thing that we will need to look at is Article IX, on page 5. That would be the process that we will be developing in order to send someone to the Regional Board. We will be working on this next month. The only other big change would be with length of term (section 2 & 3 on page 2) – membership. As we look at our structure, we have to follow the rules of the Older Americans Act (because of the monies we receive). One of the rules is that, at least 51% of the members have to be over the age of 60. We do have to add folks that represent developmental disability, physical disability and those with mental illness. We are looking for a DD and a physically disabled person (family member or caregiver).. Also, Tenure and Term, we have had (2) three year terms, the Older American Act says that you can only serve 6 years. We need to change that to two consecutive two year terms. Ron Benish suggested that we follow suit with the Regional ADRC does, if you are on the Board now, you will serve until a period of time, once that period of time is determined, then you can serve no longer than two consecutive two year terms. Judy will rework. What we could act upon is to approve the job descriptions and expectations. Ron Benish made the motion to accept the Board of Director Job description and Expectations. Millie Swedlund seconded the motion. The motion carried without a negative vote.

**BOARD COMPOSITION:** Judy will have a proposal for the May meeting.

**ACTION OF FINANCIAL REPORT:** After Board review of the vouchers, Chairperson Peat asked for a motion. Lorraine Fritsch made the motion to approve payment of the vouchers, Rosalie Zwiefel seconded the motion. Motion carried without a negative vote.

**NEXT MEETING DATE:** The next meeting will be Monday, May 11, 2009 @ 3:30p .

**ADJOURNMENT:** There being no further business, Lorraine Drews made the motion to adjourn, Mary Claire seconded the motion. Motion carried without a negative vote.

Meeting adjourned at 3:55 p.m.

Respectfully Submitted – Laura Crowley