

ADRC of the Lakeshore - Commission on Aging
Tuesday, July 28, 2020
Remote via BlueJeans Video Conferencing or by phone

Cathy Wagner called the meeting to order at 10:00 am. Roll call was taken. Those present: Helen Clinton, Tim Kinnard, Sandi Schleis-Ulmen, Rose Quinlan, Linda Teske, Shirley Fessler, Connie Gulash, Tim Nicholls and Cathy Wagner. Also present: Jim Falkowski, Charles Hagen, Cathy Ley, Melissa Konop, Wendy Hutterer and Kim Novak. Excused: Paul Ravet, Bob Cavanaugh, and Linda Langman.

Motion by Shirley Fessler, second by Connie Gulash, to approve the minutes from January 28, 2020 as printed. Motion carried.

Correspondence: Cathy Ley shared 8 thank you notes the ADRC had received. They were regarding care packages the staff delivered to the caregivers registered in the ADRC programs. Cathy also shared that the ADRC received a \$500 donation from the family of a Home Delivered Meal recipient.

Public Comment: None

Motion by Tim Kinnard, second by Shirley Fessler to approve the agenda as printed. Motion carried.

COA Election: Motion by Tim Kinnard, second by Rose Quinlan to nominate Linda Teske as a co-chair for the COA. Motion by Jim Falkowski, second by Connie Gulash to nominate Cathy Wagner as a co-chair for the COA. A unanimous ballot was cast. Motion carried.

Overview of Older Americans Act & Board Duties: Cathy Ley gave an overview of the Older Americans Act, WI Elders Act and the Aging Difference and how it pertains to duties of COA members.

The May 2020 expense report for the Older American program was distributed and discussed. Cathy Ley also reported that the ADRC received \$76,513 in Families First Corona Bill Funding, \$249,878 in CARES act funding and \$13,780 in Emergency Food and Shelter Funding.

The June 2020 Nutrition report was distributed and discussed. Cathy Ley gave a report detailing the closing of congregate dining since March 2020, increased home delivered meal referrals, adding cold bagged supper meals to all home delivered meal recipients, and pick-up meal program.

Cathy also updated the committee on a site manager resignation in Algoma and the subsequent hiring of a new staff to begin on 8/10/20. Cathy also gave a brief report on the Reedsville Dining Site. The ADRC is currently only doing home delivered meals out of the site with no congregate dining for quite some time – even before COVID-19. The ADRC has been unsuccessful finding volunteers to operate the site 5 days per week. Cathy requested to go to 3 days per week in Reedsville with still maintaining 5 days of meals for home delivered meal recipients by utilizing frozen meals 2 days per week that will be delivered with the hot meals. The ADRC would like to start this on September 1, 2020. Motion made by Tim Kinnard, second by Rose Quinlan to operate Reedsville Meal Site three days per week beginning September 1, 2020. Motion carried.

Office updates: The ADRC currently has their doors open but they are encouraging customers to work with the staff in alternative ways such as video conferencing and phone appointments. Customers have been very good with the staff. ADRC staff are following enhanced safety protocols such as sanitizing stations, encouraging masks, purchasing masks to give to customers, social distancing and using plexi glass dividers. The ADRC serves the most vulnerable COVID population, so staff is being very careful.

Transportation Updates: Cathy Ley reported that the ADRC is currently working on their 5310 Mobility Management Grant, their 5 year Transportation Coordinated Plan and they will also be doing their s85.21 grant in the near future.

Next Meeting: Tuesday, September 29, 2020 at 10:00 am - format to be determined. There being no other business, Jim Falkowski made a motion to adjourn, seconded by Shirley Fessler. Motion carried. The meeting adjourned at 11:25 am.

Respectfully submitted,

Cathy Ley