

1 **AGING AND DISABILITY RESOURCE CENTER BOARD**

2
3 Public Agency Center
4 West Bend, WI

July 10, 2008
1:00 p.m.

5
6 **PRESENT:** Charlene S. Brady, Melvin K. Ewert, William Meyers, Bette Koch, Lori
7 Luetschwager, Alan Peters, and Sandy Zopf.

8
9 **EXCUSED:** Joan A. Russell.

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11 **ALSO PRESENT:** County Board Chairperson Herbert J. Tennies; Linda Olson, ADRC
12 Director; Nutrition Services Kristen Hosking, Janel Wessel, Supervisor, ADRC; County Clerk;
13 and Chief Deputy Clerk Mary G. Lemke.

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15 **CALL TO ORDER – NOTICE OF POSTING**

16 Chairperson Brady called the meeting to order at 1:00 p.m.

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18 **WELCOME AND INTRODUCTION OF MEMBERS**

19 Introductions were made of everyone present.

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21 **APPROVAL OF MAY 21, 2008 MINUTES**

22 Moved by Mr. Ewert, seconded by Mr. Meyers to approve the May 21, 2008, minutes. Motion
23 carried.

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25 **NUTRITION SERVICES**

26 Appearance: Kristen Hosking

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28 Ms. Hosking explained the Health & Wellness – Prevention Program, which was started this
29 year, and informed the board that there are new classes available. The classes are as follows:

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31 1. Living Well with Chronic Condition Class is a six week class. The goal is to get the
32 participants to self manage their chronic condition rather than calling Doctors, Nurses and
33 Clinics. It teaches them the importance of nutrition and physical activity, the importance of
34 planning for the future, such as living wills, managing stress and how to take medications
35 appropriately.

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37 2. “Stepping On” is a Falls Prevention Class which is a seven week class. Six out of seven
38 weeks this class has a guest speaker. Individuals get one on one time with a physical
39 therapist; a pharmacist is there from St. Joseph’s Hospital to talk to them about medications,
40 etc. This class only takes ten participants at a time.

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42 Wisconsin ranks second in the Nation on deaths due to falls, and right now “Stepping On” is
43 only in Wisconsin, the rest of the Nation is looking to Wisconsin to see how it’s received
44 before this gets implemented nationwide.

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46 3. Gentle Yoga Class for seniors. This class has been around for a year and a half and runs
47 every eight weeks. A yoga instructor has been contracted from Milwaukee and every session
48 has at least ten to twenty people sign up. Looking into the future, they would like to partner
49 with Kettle Moraine YMCA to do more strengthening and balance exercise classes.

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2 Mr. Tennies asked if there were people that would like to do the classes but can't afford it. Ms.
3 Hosking stated that at this time no one has asked to get a discounted rate but that information is
4 on the brochure.

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6 Ms. Hosking informed the board that St. Joseph's Hospital is disbanding their hot meals
7 program, and wanted to know if we wanted to take over the program. The main concern is
8 getting enough volunteer drivers for an additional twenty to thirty meals.

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10 Ms. Hosking stated that right now with the rising food and gas prices, meal programs across the
11 country are losing volunteers daily.

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13 Ms. Olson informed the board that we pay volunteers for mileage but they have to use their own
14 vehicles, and need adequate insurance on the vehicle. There are two items being considered; 1)
15 having a limited term position for a couple hours a day, and 2) purchase a used vehicle from the
16 Sheriff's Department to be used for home deliveries.

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18 West Bend was doing about fifty home deliveries per day, now they are up to seventy and had
19 three meals added today. Ms. Hosking stated their biggest need for volunteers now is in West
20 Bend.

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22 Mr. Meyers said he will place the volunteer information in the Lions September newsletter, and
23 Mr. Ewert will do the same for the VFW and Legion. Ms. Olson will contact Mark Baldwin,
24 Veterans Service Office regarding volunteers.

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26 Ms. Hosking distributed and explained the Senior Dining – Congregate & Home Delivered Meal
27 charts and future needs.

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29 **REQUEST FROM JACKSON COMMUNITY CENTER**
30 Ms. Olson presented the request from Kelly Valentino, Parks and Recreation Center in Jackson.
31 Ms. Valentino is asking for this board's help in purchasing 30-72" tables with 150 stackable
32 chairs for the Jackson Community Center cafeteria.

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34 Moved by Mr. Meyers, seconded by Mr. Ewert to consider the request from Jackson for a
35 donation to their Community Center for senior programming as a decision item in the 2009
36 budget. Motion carried.

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38 Mr. Tennies left at 2:23 p.m.

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40 **2009 ADRC BUDGET PRIORITIES**
41 Ms. Olson introduced Janel Wessel, Supervisor for the ADRC. Ms. Wessel discussed the ADRC
42 Information & Assistance call log.

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44 Ms. Olson stated the ADRC budget priorities are as follows:

- 45 1. Information and Assistance Specialist
46 2. Benefit Specialist for Elderly and Disabled
47 3. Care Giver Support

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49 Ms. Olson informed the board that they will be fully staffed by August or September, 2008.

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POSITION RECLASSIFICATION REQUESTS

Ms. Olson discussed the Reclassification Requests.

Any position requests need to be submitted to the Human Resources Department by July 28, 2008. There are two positions that need to be reclassified, the Elderly Benefit Specialist, and Disabled Benefit Specialist. The qualifications these individuals need does not meet the pay schedule, these positions are at an hourly rate and should be changed to an Exempt status.

Ms. Olson would like to submit a request to Human Resources for consideration of reclassifying these positions based on Education Requirements and the nature of the work they do.

Moved by Ms. Koch, seconded by Ms. Luetschwager to forward the Elderly Benefit Specialist & Disabled Benefit Specialist job reclassification requests to Human Resources for possible change. Motion carried.

SELECTION OF FUTURE MEETING DATES

The next meeting date of the ADRC Board will be Thursday August 21, 2008, at 1:00 p.m.

ADJOURNMENT

Moved by Mr. Meyers, seconded by Mr. Ewert to adjourn at 3:07 p.m. Motion carried.

Brenda J. Jaszewski, County Clerk