

**ROCK COUNTY, WISCONSIN**



**EDUCATION, VETERANS & AGING SERVICES COMMITTEE**

**TUESDAY, JANUARY 19, 2021 - 4:30 P.M.**

**CALL: 1-312-626-6799**

**MEETING ID: 817 9455 0801**

**PASSCODE: 464530**

Join Zoom Meeting

<https://us02web.zoom.us/j/81794550801?pwd=dURpbUJMRHNFc2JuTjU0dFRHRm5tQT09>

Meeting ID: 817 9455 0801

Passcode: 464530

One tap mobile

+13126266799,,81794550801#,,,,\*464530# US (Chicago)

+19292056099,,81794550801#,,,,\*464530# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington D.C)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 817 9455 0801

Passcode: 464530

Find your local number: <https://us02web.zoom.us/u/keGcUTcVuP>

Join by Skype for Business

<https://us02web.zoom.us/skype/81794550801>

**If you are interested in providing public comments on items on this agenda, you must submit your comments by noon on Tuesday, January 19, 2021. To submit a public comment use the following email: [Tracey.Vanzandt@co.rock.wi.us](mailto:Tracey.Vanzandt@co.rock.wi.us).**

**Join from a telephone:**

- On your phone, dial the phone number provided above
- Enter the meeting ID number when prompted, using your dial-pad.
- Please note that long-distance charges may apply. This is not a toll-free number.
- Supervisors: Please identify yourself by name
- **Please mute your phone when you are not speaking to minimize background noises**
- We are new at holding meetings this way, so please be patient

Instructions for the hearing impaired –

<https://support.zoom.us/hc/en-us/articles/207279736-Getting-started-with-closed-captioning>

**EDUCATION, VETERANS & AGING SERVICES COMMITTEE**  
**TUESDAY, JANUARY 19, 2021 - 4:30 P.M.**

**Agenda**

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes – December 15, 2020
4. Citizen Participation, Communications, Announcements, Information
5. Transfers
6. Review of Payments
7. Updates and Possible Action
  - A. Council on Aging – Paula Schutt
    - 1) Report of Growth of Nutrition Program and Discussion on Need for Second Full time Staff
    - 2) 2022 Aging Plan and Title VI Plan (as it applies to integration)
  - B. Semi-Annual Reports
8. Committee Requests and Motions
9. Adjournment

The County of Rock will provide reasonable accommodations to people with disabilities. Please contact us at 608-757-5510 or e-mail [countyadmin@co.rock.wi.us](mailto:countyadmin@co.rock.wi.us) at least 48 hours prior to a public meeting to discuss any accommodations that may be necessary.



**EDUCATION, VETERANS AND AGING SERVICES COMMITTEE**  
**Minutes – December 15, 2020**

**Call to Order.** Chair Rashkin called the meeting of the Education, Veterans and Aging Services Committee to order at 4:30 P.M. on Tuesday, December 15, 2020 via teleconference.

**Committee Members Present:** Supervisors Rashkin, Pam Bostwick, Taylor, Peer and Wilde.

**Committee Members Absent:** None.

**Staff Members Present:** Randy Terronez, Assistant to the County Administrator; Paula Schutt, Director of Council on Aging; Terri Carlson, Risk Manager; Kate Luster, Human Services Director; Jennifer Thompson, ADRC/APS Division Manager; Josh Smith, County Administrator; John Solis, Veteran Service Officer.

**Others Present:** Supervisor Tom Brien and Supervisor Shirley Williams at 4:37 P.M.,

**Approval of Agenda.** Supervisor Pam Bostwick moved approval of the agenda as presented, second by Supervisor Wilde. ADOPTED.

**Approval of Minutes – November 17, 2020.** Supervisor Peer moved approval of the minutes from November 17, 2020 as presented, second by Supervisor Taylor. ADOPTED.

**Citizen Participation, Communications, Announcements, Information.** None.

**Transfers.** None.

**Review of Payments.** The committee accepted the report.

**Resolutions and Committee Action.**

**Approval of ADRC-COA Integration Recommendation.**

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2020 does hereby approve the ADRC-COA Integration recommendation that places the Council on Aging under the Human Services Department ADRC/APS division, effective January 1, 2022, per County Administrator Josh Smith memo dated October 8, 2020.

**BE IT FURTHER RESOLVED,** the following activities would occur:

1. The COA and ADRC prepare for the move to 1717 Center Avenue and develop an integration plan. This would include working with Eau Claire and

Sheboygan counties, as identified in the Advisory Committee’s report, to learn about their processes used for integration and developing a communication strategy for clients. Any further organizational structure changes would be submitted as part of the 2022 budget request.

2. Part of the integration plan would also include a recommendation for advisory committee oversight that meets state statutory requirements and the needs of the represented constituencies.
3. Following the move, finalize plans to begin operation as a joint entity as of January 1, 2022.”

Supervisor Wilde moved approval of the above resolution, second by Supervisor Taylor.

Mr. Smith said this resolution passed the Human Services Board last week. Supervisor Pam Bostwick said there was concern with the Council on Aging Advisory Board. They chose not to take action. Supervisor Wilde asked Ms. Schutt if she had any concerns about integration. Ms. Schutt said she feels confident this is the right way to go.

PASSED on the following vote: YES - Supervisors Taylor, Wilde, Rashkin and Peer; NO – Supervisor Pam Bostwick. ADOPTED.

#### **Department Reports.**

**Follow-up on Veterans Services Office Stats Briefing from September.** Mr. Solis reviewed the memorandum with the committee. He said he will be looking at ways to increase health care applications in his office.

**Committee Requests and Motions.** None.

**Adjournment.** Supervisor Wilde moved adjournment at 4:53 P.M., second by Supervisor Pam Bostwick. ADOPTED.

Respectfully submitted,

Tracey VanZandt,

Human Resources Secretary

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.**

ROCK COUNTY

**COMMITTEE REVIEW REPORT  
WITH DESCRIPTION  
FOR THE MONTH OF DECEMBER 2020**

12/31/2020

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
30-3901-0000-63100	Office&Misc Exp	P2000713	12/17/2020	US BANK	BEN SPEC TONE FOR PRINTER	152.94
					<b>Title III-B PR0G TOTAL</b>	<b>152.94</b>
30-3904-0000-62119	Other Services	P2001027	12/31/2020	GREEN COUNTY HUMAN SERVICES	12 MILES A DAY FOR 6 DAYS	41.40
30-3904-0000-64124	Consumables	P2002077	12/23/2020	JA FOOD SERVICE	INSIDE DELIVERY TO:	776.73
30-3904-0000-64907	Volunteer Exp	P2000713	12/17/2020	US BANK	BACKGROUND CHECKS-VOL RECONG	923.87
					<b>Delivered Meals PR0G TOTAL</b>	<b>1,742.00</b>
30-3904-2020-62105	Food Services	P2000664	12/23/2020	BEST EVENTS	HDM 2ND HALF SEPT 2020	33,385.02
30-3904-2020-62119	Other Services	P2000916	12/10/2020	BELOIT MEALS ON WHEELS INC	BMOW FOR NOV 2020	3,678.75
		P2001027	12/31/2020	GREEN COUNTY HUMAN SERVICES	16 MEALS IN MEALS	145.28
		P2001034	12/17/2020	NUTRITION AND HEALTH ASSOCIATE	DIETITIAN FOR OCT2020	2,306.08
30-3904-2020-64124	Consumables	P2000664	12/23/2020	BEST EVENTS	HDM 2ND HALF OF SEPT SUPPLIES	554.73
		P2001054	12/03/2020	DE VERE COMPANY INC	DEC 20-DISHWASHER-RV	218.00
					<b>HDM COVID-19 Funding PR0G TOTAL</b>	<b>40,287.86</b>
30-3905-0000-62100	Cont Personnel	P2000754	12/23/2020	MANPOWER GROUP US INC	TRANSIT DRIVERS E/E 12-13	27,935.95
30-3905-0000-62410	R&M-Vehicles	P2000671	12/23/2020	GORDIE BOUCHER FORD LINCOLN ME	20-OIL CHANGE	6,531.39
		P2001029	12/10/2020	BUDGET TRUCK AND AUTO BODY INC	20-SOLENOID SND PENDANT	1,500.73
30-3905-0000-63501	Gas/Other Fuels	P2000830	12/17/2020	KWIK TRIP EXTENDED NETWORK	FUEL FOR NOVEMBER 2020	3,306.48
30-3905-0000-64615	Client Costs	P2000929	12/23/2020	FIRST ADVANTAGE OCCUPATIONAL H	NOV 2020-DRUG TESTS	556.09
30-3905-0000-64629	Other Transport	P2000713	12/17/2020	US BANK	CHARGERS FROM AMAZON	102.52

COMMITTEE: ET - SENIOR CITIZEN PROGRAMS

**COMMITTEE REVIEW REPORT  
WITH DESCRIPTION**  
FOR THE MONTH OF DECEMBER 2020

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
		P2000753	12/17/2020	OCCUPATIONAL HEALTH CENTER	BREATH ALCOHOL-SENNETT	734.00
<b>Elderly/Handicapped Transport PROG TOTAL</b>						<b>40,667.16</b>
30-3915-1405-64615	Client Costs					
		P2000908	12/23/2020	BRIGHTSTAR CARE	RESPITE SERVICES-CRARY	976.00
		P2000910	12/10/2020	VISITING ANGELS LIVING ASSISTA	RESPITE SERVICES	250.00
		P2001031	12/23/2020	ALTERNATIVE HOME CARE INC	RESPITE SERVICES-SCHMITZ	990.00
		P2001439	12/10/2020	JENSON,JULIE	REIMBURSE RESPITE TO CLIENT	460.00
		P2001469	12/03/2020	PUTSCH,MARY JANE	REIMBURSE SUPPLIES TO CLIENT	116.68
		P2001769	12/23/2020	CHAVEZ,KRIS	REIMBURSE RESPITE TO CLIENT	500.00
		P2002198	12/31/2020	MAYBEE,TERRY	RESPITE CARE FOR THE FOLLOWING	336.00
		P2002200	12/31/2020	BAILEY,STEVEN	REIMBURSEMENT FOR RESPITE ON	500.00
<b>III-E In-Home Respite PROG TOTAL</b>						<b>4,128.68</b>
30-3915-1408-64615	Client Costs					
		P2001334	12/10/2020	CARROLL,DEBRA	REIMBURSE RESPITE TO CLIENT	71.96
		P2001335	12/23/2020	CARROLL,DEBRA	REIMBURSE RESPITE TO CLIENT	144.24
		P2001440	12/23/2020	BURNSIDE,ELEANOR	REIMBURSE RESPITE TO CLIENT	1,638.41
		P2001655	12/10/2020	MYERS,VICKI	REIMBURSE CHORE SER TO CLIENT	85.00
		P2001964	12/10/2020	CRARY,MARY	REIMBURSE SUPPLIES TO CLIENT	70.23
		P2002132	12/10/2020	CARTA, JAMES	REIMBURSE CHORE TO CLIENT	132.00
		P2002198	12/31/2020	MAYBEE,TERRY	FOR SUPPLIES FOR CLIENT	93.07
		P2002199	12/31/2020	CARTA,JAMES	REIMBURSEMENT TO CLIENT	60.00
<b>III-E Supplemental Services PROG TOTAL</b>						<b>2,294.91</b>
30-3920-1405-64615	Client Costs					
		P2000910	12/10/2020	VISITING ANGELS LIVING ASSISTA	RESPITE SERVICES-FERGUSON	1,043.75
		P2001031	12/23/2020	ALTERNATIVE HOME CARE INC	RESPITE SERVICES-BURNSIDE	240.00
		P2001052	12/23/2020	RICHARDSON,KATHY	REIMBURSE RESPITE TO CLIENT	162.00
<b>AFCSP In Home Respite PROG TOTAL</b>						<b>1,445.75</b>
30-3920-1408-64615	Client Costs					

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Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
		P2001052	12/23/2020	RICHARDSON,KATHY	REIMBURSE RESPITE TO CLIENT	209.68
		P2002123	12/10/2020	HERREN,CLIFFORD	REIMBURSE RESPITE TO CLIENT	718.39
<b>AFCSP Supplemental Services PROG TOTAL</b>						<b>928.07</b>
30-3920-1411-64615	Client Costs					
		P2000846	12/17/2020	OCHSMAN INC	RESPITE SERVICE -YASUKO	958.00
		P2000908	12/23/2020	BRIGHTSTAR CARE	REIMBURSE RESPITE TO CLIENT	472.50
		P2000928	12/17/2020	HOME AT EASE	2020 IN HOME CARE	340.00
		P2000974	12/17/2020	SEVERANCE,LINDA	REIMBURSE RESPITE TO CLIENT	210.00
		P2001031	12/23/2020	ALTERNATIVE HOME CARE INC	RESPITE SERVICES-LAVEEN	290.00
<b>AFCSP Homemaker/Chores PROG TOTAL</b>						<b>2,270.50</b>
30-3920-1412-64615	Client Costs					
		P2001856	12/10/2020	ALMOST FAMILY	RESPITE SERVICES-LARSON	60.00
<b>AFCSP In-Home General Care PROG TOTAL</b>						<b>60.00</b>

I have reviewed the preceding payments in the total amount of **\$93,977.87**

Date: \_\_\_\_\_ Dept Head \_\_\_\_\_

Committee Chair \_\_\_\_\_

ROCK COUNTY

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12/31/2020

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
38-3800-0000-63100	Office&Misc Exp					
		P2000022	12/03/2020	US BANK	2020 COPYU PAPER	82.50
		P2000023	12/17/2020	OFFICE PRO INC	2020 SHREDDING	12.50
38-3800-0000-64607	Burial Benefits					
		P2002052	12/03/2020	TEMPLE ALUMINUM FOUNDRY INC	FREIGHT ESTIMATE	2,199.12
<b>Veterans Services PROG TOTAL</b>						<b>2,294.12</b>

I have reviewed the preceding payments in the total amount of **\$2,294.12**

Date:

Dept Head \_\_\_\_\_

Committee Chair \_\_\_\_\_

# Memo

**To:** Education, Veterans and Aging Services Committee  
**CC:** Josh Smith, County Administrator  
**From:** Paula Schutt  
**Date:** January 4, 2021  
**Re:** Semi-Annual Report – Attendance at Conventions/Conferences

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Resolution No. 06-9A-087 requires each department head to report semi-annually all instances of attendances at all training, conventions and conferences that exceed costs of \$1,000 per event, per employee to their respective governing committee for informational purposes.

For the Council on Aging, there has been no travel that has exceeded \$1,000 during the time frame of July 1, 2020– December 31, 2020

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**ROCK COUNTY VETERANS SERVICES  
MEMORANDUM**

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**TO:** EDUCATION, VETERANS AND AGING SERVICES COMMITTEE  
**FROM:** JOHN SOLIS, JR., COUNTY VETERANS SERVICE OFFICER   
**SUBJECT:** SEMI-ANNUAL REPORT - ATTENDANCE AT  
CONVENTIONS/CONFERENCES  
**DATE:** 12/31/2020  
**CC:** JOSH SMITH, COUNTY ADMINISTRATOR

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No staff member in this department attended any out-of-state training sessions, conventions or conferences or in-state training sessions, conventions or conferences in excess of \$1,000.00 from July 1 - December 31, 2020.