



**EDUCATION, VETERANS & AGING SERVICES COMMITTEE
TUESDAY, FEBRUARY 15, 2011 - 4:00 P.M.
CONFERENCE ROOM N-1 - FIFTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

Agenda

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes – January 11, 2011
4. Citizen Participation, Communications, Announcements, Information
5. Bills/Encumbrances/Pre-Approved Encumbrance Amendments
6. Approval of the Aging Unit Self-Assessment
7. Approval of the National Family Caregiver Support Program Self-Assessment
8. Discussion on Cost Savings for Congregate Meal Sites
9. Department Reports
 - A. RSVP – Seniors Volunteering for Seniors Update – Robert Harlow
 - B. Overview of Legislative Issues Affecting Veterans – John Solis
10. Youth in Government Update – Sue Fredrich
11. Committee Requests and Motions
 - A. Ideas for Future Discussion
12. Adjournment

2010

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3039010000-62129	OTHER LEGAL SERV	12,580.00	78.3%	9,858.00	0.00	2,722.00	
	P1004208-PO# 12/31/10 -VN#016049						
	SENIOR SERVICES OF ROCK COUNTY					755.00	
	CLOSING BALANCE				1,967.00		755.00
	TITLE III-B					755.00	
	PROG-TOTAL-PO						

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$755.00 INCURRED BY TITLE III-B. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

EDUCATION & TRAINING COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

FEB 15 2011

DATE _____ CHAIR

Account Number	Name	Yearly Pront Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3039030000-62105	FOOD SERVICES	135,632.00	81.4%	110,514.73	0.00	25,117.27	
	P1004204-PO# 12/31/10 -VN#030188			BEST EVENTS		9,654.05	
				CLOSING BALANCE	15,463.22		9,654.05
3039030000-62625	OUTREACH SERVICE	2,000.00	9.4%	189.73	0.00	1,810.27	
	P1004201-PO# 12/31/10 -VN#045919			BACHINSKI, KARI		236.23	
				CLOSING BALANCE	1,574.04		236.23
3039030000-64124	CONSUMABLE SUPPL	10,745.00	71.6%	7,953.34	-249.47	3,041.13	
	P1004204-PO# 12/31/10 -VN#030188			BEST EVENTS		720.29	
				CLOSING BALANCE	2,320.84		720.29
	NUTRITION PROGRAM			PROG-TOTAL-PO		10,610.57	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$10,610.57 INCURRED BY NUTRITION PROGRAM. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

EDUCATION & TRAINING COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

FEB 15 2011 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3039040000-62105	FOOD SERVICES	74,117.00	84.0%	62,310.98	0.00	11,806.02	
	P1004204-PO# 12/31/10 -VN#030188					BEST EVENTS	5,775.32
	P1004220-PO# 12/31/10 -VN#014957					NUTRITION AND HEALTH ASSOCIATE	1,261.55
					CLOSING BALANCE	4,769.15	7,036.87
	DELIVERED MEALS		PROG-TOTAL-PO				7,036.87

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$7,036.87 INCURRED BY DELIVERED MEALS. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

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- B. BILLS UNDER \$10,000 TO BE PAID.
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Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3039050000-45200	MUNICIPALITIES	66,700.00 92.1%	61,490.16	0.00	5,209.84		
	P1004186-PO# 12/31/10 -VN#011824					CITY OF JANESVILLE	5,106.36
						CLOSING BALANCE	5,106.36
					103.48		5,106.36
3039050000-63501	GAS & FUELS	65,700.00 100.0%	65,700.00	0.00	0.00		
	P1004207-PO# 12/31/10 -VN#046400					FLEET SERVICES	1,650.59
						CLOSING BALANCE	1,650.59
					-1,650.59		1,650.59
						E & H TRANSPORT. PROG-TOTAL-PO	6,756.95

TRANSFER REQUIRED

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$6,756.95 INCURRED BY ELDERLY & HANDICAPPED TRANSPOR. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

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- B. BILLS UNDER \$10,000 TO BE PAID.
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Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3039150000-64615	CLIENT REL.COSTS	19,462.00	50.6%	11,350.70	-1,483.96	9,595.26	
	P1001358-PO# 12/31/10 -VN#014260					LUTHERAN SOCIAL SERVICES	351.90
	P1002353-PO# 12/31/10 -VN#023658					ALTERNATIVE HOMECARE INC	637.50
	P1004172-PO# 12/31/10 -VN#047397					RESCARE HOMECARE	114.00
	P1004212-PO# 12/31/10 -VN#027894					MC ALISTER,BIRDIA	500.00
						CLOSING BALANCE	7,991.86
							1,603.40
	TITLE III-E					PROG-TOTAL-PO	1,603.40

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$1,603.40 INCURRED BY TITLE III-E FAM CAREGIVER SUPP. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

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2011

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3838000000-63200	PUBL/SUBCR/DUES	313.00	0.0%	0.00	0.00	313.00	
	P1100936-PO# 02/04/11 -VN#011191					BELOIT DAILY NEWS	169.00
	P1101057-PO# 02/04/11 -VN#049549					NATIONAL ASSOCIATION OF COUNTY	30.00
	P1101140-PO# 02/04/11 -VN#022146					VETERANS INFORMATION SERVICE	46.00
					CLOSING BALANCE	68.00	245.00
	VETERANS SERVICE		PROG-TOTAL-PO				245.00

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$245.00 INCURRED BY VETERANS SERVICE. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

EDUCATION & TRAINING COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

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Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3039010000-62614	PURCHASED SERV. P1101033-PO# 02/04/11 -VN#050453	8,000.00 18.1%	0.00	1,450.00	6,550.00	40.00	
					CLOSING BALANCE	6,510.00	40.00
3039010000-63200	PUBL/SUBCR/DUES P1100963-PO# 02/04/11 -VN#050531	355.00 70.4%	250.00	0.00	105.00	50.00	
					CLOSING BALANCE	55.00	50.00
	TITLE III-B		PROG-TOTAL-PO			90.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$90.00 INCURRED BY TITLE III-B. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.

C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

EDUCATION & TRAINING COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

FEB 15 2011

DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3039030000-63200	PUBL/SUBCR/DUES	160.00 46.8%	75.00	0.00	85.00		
	P1101085-PO# 02/04/11 -VN#050573		NUTRITION ACTION			10.00	
			CLOSING BALANCE		75.00		10.00
3039030000-64124	CONSUMABLE SUPPL	8,630.00 67.0%	316.26	5,467.80	2,845.94		
	P1100913-PO# 02/04/11 -VN#041569		SENTRY FOOD STORE			31.96	
	P1100942-PO# 02/04/11 -VN#013780		KMART CORP #4255			184.00	
			CLOSING BALANCE		2,629.98		215.96
			NUTRITION PROGRAM	PROG-TOTAL-PO		225.96	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$225.96 INCURRED BY NUTRITION PROGRAM. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
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EDUCATION & TRAINING COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

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Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3039040000-64124	CONSUMABLE SUPPL	6,000.00 50.0%	491.69	2,508.31	3,000.00		
	P1100914-PO# 02/04/11 -VN#047172			OLIVER PRODUCTS COMPANY		984.00	
			CLOSING BALANCE		2,016.00		984.00
			DELIVERED MEALS	PROG-TOTAL-PO		984.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$984.00 INCURRED BY DELIVERED MEALS. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
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FEB 15 2011

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3039050000-62410	R & M-VEHICLES	50,457.00	89.7%	1,902.01	43,376.03	5,178.96	
	P1100873-PO# 02/04/11 -VN#015284					POMP'S TIRE SERVICE INC	522.00
				CLOSING BALANCE		4,656.96	522.00
	E & H TRANSPORT.			PROG-TOTAL-PO			522.00

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$522.00 INCURRED BY ELDERLY & HANDICAPPED TRANSPOR. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
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Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3039080000-62625	OUTREACH SERVICE	6,829.00	0.9%	0.00	67.37		
	P1100884-PO# 02/04/11 -VN#046565			HARDIE, ROBERT		32.64	
				CLOSING BALANCE	6,728.99		32.64
	TITLE III-D			PROG-TOTAL-PO		32.64	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$32.64 INCURRED BY TITLE III-D. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
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- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

EDUCATION & TRAINING COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

FEB 15 2011 DATE _____ CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3039150000-64200	TRAINING EXP	4,000.00 6.0%	0.00	240.00	3,760.00		
	P1100347-PO# 02/04/11 -VN#050437			HELEN BADER SCHOOL OF SOCIAL W		950.00	
				CLOSING BALANCE	2,810.00		950.00
3039150000-64615	CLIENT REL.COSTS	18,000.00 0.3%	0.00	-59.37	18,059.37		
	P1101066-PO# 02/04/11 -VN#048600			BRIGHTSTAR		59.40	
	P1101067-PO# 02/04/11 -VN#011217			BELOIT MEMORIAL HOSPITAL LIFEL		300.00	
				CLOSING BALANCE	17,699.97		359.40
	TITLE III-E			PROG-TOTAL-PO		1,309.40	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$1,309.40 INCURRED BY TITLE III-E FAM CAREGIVER SUPP. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

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Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3039210000-63200	PUBL/SUBCR/DUES	50.00	0.0%	0.00	0.00	50.00	
	P1101002-PO# 02/04/11 -VN#042215					WISCONSIN ASSOCIATION OF BENEF	35.00
					CLOSING BALANCE	15.00	35.00
					BENE.SPEC.GRANT	PROG-TOTAL-PO	35.00

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$35.00 INCURRED BY BENEFIT SPECIALIST GRANT. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
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FEB 15 2011 DATE _____ CHAIR

BUREAU OF AGING AND DISABILITY RESOURCES AGING UNIT SELF-ASSESSMENT
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Name of Aging Unit: Rock County Council on Aging
Date Self-Assessment Approved by Commission on Aging: January 11, 2011
Date Self-Assessment Reviewed by AAA:
Date AAA Review Letter Sent to Aging Unit:

Part I - Compliance with the Wisconsin Elders Act	
Organization of the Aging Unit -The law permits one of three organizational options. Which of the following permissible options has the county/tribe chosen?	Check One
1. The aging unit is an agency of county/tribal government with the primary purpose of administering programs for older individuals of the county/tribe.	X
2. The aging unit is a unit, within a county/tribal department with the primary purpose of administering programs for older individuals of the county/tribe.	
3. The aging unit is a private nonprofit corporation, as defined in s. 181.0103 (17).	
Organization of the Commission on Aging -The law permits one of three options. Which of the following permissible options has the county/tribe chosen?	Check One
1. For an aging unit that is described in (1) or (2) above, organized as a committee of the county board of supervisors/tribal council, composed of supervisors and, advised by an advisory committee, appointed by the county board/tribal council. Older individuals shall constitute at least 50% of the membership of the advisory committee and individuals who are elected to any office may not constitute 50% or more of the membership of the advisory committee.	X
2. For an aging unit that is described in (1) or (2) above, composed of individuals of recognized ability and demonstrated interest in services for older individuals. Older individuals shall constitute at least 50% of the membership of this commission and individuals who are elected to any office may not constitute 50% or more of the membership of this commission.	
3. For an aging unit that is described in (3) above, the board of directors of the private, nonprofit corporation. Older individuals shall constitute at least 50% of the membership of this commission and individuals who are elected to any office may not constitute 50% or more of the membership of this commission.	

Part I - Compliance with the Wisconsin Elders Act

<p>Full-Time Aging Director-The law requires that the aging unit have a full-time director as described below. Does the county/tribe have a full-time aging director as required by law?</p>	<p>Does the Aging Unit have a full-time Director? Yes</p>
<p>Membership of the Commission on Aging- Members of a county or tribal commission on aging shall serve for terms of 3 years, so arranged that, as nearly as practicable, the terms of one-third of the members shall expire each year, and no member may serve more than 2 consecutive 3-year terms. In the case of county board members the requirement is 3 consecutive 2-year terms.</p>	<p>Is the aging unit in compliance? Yes</p>

Members of the Commission on Aging -Please list

Name of Individual	Age 60 and Older	Elected Official	Year first term began
Wayne Gustina	No	Yes	2009
David Innis	Yes	Yes	2010
Terry Thomas	No	Yes	2008
Marvin Wopat	Yes	Yes	2008
Fred Yoss	No	Yes	2010

If the aging unit does not meet with all of the above it is required to submit a 'Corrective Action Plan', outlining a timeline and goals, in SMART format, to the area agency on aging by December 31, 2010. The policy manual outlines such plans which must include involvement of older persons, discussion of such a plan at commission on aging/advisory committee meetings and appropriate public hearing notices, meeting notices, agendas, and minutes to be submitted to the AAA by the due date.

Part II - Activities to Help Older People Advocate for Themselves

1. What does the aging unit do to inform older people about the issues that affect their lives?

- ◆ Distributes 3,000 copies of its monthly newspaper, the Senior Review. The newspaper contains articles written by staff and guest writers regarding current issues that affect older adults and their families.
- ◆ Spearheads the annual Rock County Senior Fair, along with co-sponsoring the Beloit and Evansville Senior Fairs.
- ◆ Distributes press releases regarding issues and opportunities for older adults.
- ◆ Holds scheduled benefit specialist outreach sessions each month.
- ◆ Disseminates information through the congregate dining centers and through the agency's transportation system.
- ◆ Publishes congregate meal sites and menus in local newspapers
- ◆ Distributes flyers, etc. at senior centers
- ◆ Provided three educational series for older adults on Medicare/Reverse Mortgage and Connecting with Resources
- ◆ Held eight workshops at the Rock County Senior Fair on issues affecting older adults
- ◆ Maintain updated information and Beacon Resource database on website
- ◆ Current events are publicized on the County's main webpage

2. How does the aging unit teach older people to act as advocates?

- ◆ County senior statesmanship program
- ◆ Advisory council members are encouraged to advocate and share pertinent information
- ◆ Older Adults were encouraged to participate in the development of the coming ADRC

Part III- Progress on the Aging Unit Plan for Serving Older People Statewide Priorities	
Please provide, in brief detail, the results of goals your aging unit worked on during the past calendar year of 2010.	
Goal - Emergency Preparedness	
Was the goal accomplished?	Yes
If the goal was not accomplished please explain. <i>(A few sentences please)</i>	
<p>Any plans to work on this goal next year? This is an ongoing effort, as the Council on Aging will continue working with the County's Emergency Management Department as they update their plan for working with special needs populations. The Director still needs to be certified in the National Incident Management System.</p>	
Goal - Transportation Coordination	
Was the goal accomplished?	Yes
If the goal was not accomplished please explain. <i>(A few sentences please)</i>	
<p>Any plans to work on this goal next year? Providing transportation is an ongoing effort for the Council on Aging. The Council on Aging is also the "keeper" of the Transportation Coordinating Committee for Rock County. A New Freedom grant application was successfully submitted to the Wisconsin Department of Transportation to hire a Mobility Manager in 2011.</p>	

Part III - Progress on the Aging Unit Plan for Serving Older People Statewide Priorities	
Goal - Family Caregiver Support Activities - Caregiver Services	
Was the goal accomplished?	Yes
If the goal was not accomplished please explain. (A few sentences please)	
<p>The Caregiver Conference was offered this year, however, had to be canceled due to low registration. This is also true for the Powerful Tools for Caregivers workshop.</p>	
Any plans to work on this goal next year?	
<p>The stated goals will continue through 2011. In addition, a Family Caregiver Information Series has been scheduled for 2011.</p>	
Goal - Family Caregiver Support Activities - Coordination	
<p>Due to receiving a NFCSP Caregiver Coalition grant, a formal caregiver survey was administered and a strong caregiver coalition will be formed.</p>	
Was the goal accomplished?	Yes
If the goal was not accomplished please explain. (A few sentences please)	
<p> </p>	
Any plans to work on this goal next year?	
<p>Work will continue on strengthening the caregiver coalition.</p>	

<p>Part IV - Progress on the Aging Unit Plan for Serving Older People Local Priorities <i>(List the local priorities for older people the aging unit has been working on during the past year. Attach as many pages as are needed)</i></p>	
<p>Goal – Prevention Programs</p>	
<p>Was the goal accomplished?</p>	<p>Yes</p>
<p>If the goal was not accomplished please explain. (A few sentences please)</p> <p>The targeted number of Stepping On and Living Well workshops was not reached. However, three Stepping On and one Living Well workshop were held.</p>	
<p>Any plans to work on this goal next year?</p> <p>These workshops will continue to be offered.</p>	
<p>Goal – County Senior Statesmanship Program</p>	
<p>Was the goal accomplished?</p>	<p>Yes</p>
<p>If the goal was not accomplished please explain. (A few sentences please)</p>	
<p>Any plans to work on this goal next year?</p> <p>There are plans to hold this event in the spring of 2012 instead of the fall of 2011, as fall is a very busy time of the year.</p>	

Part V-Significant Accomplishments or Issues Not Included in the Aging Unit Plan
(Unplanned accomplishments or issues that had a significant impact on the aging unit's activities during 2010)

Significant unplanned accomplishments *(Describe)*

The Rock County Council on Aging received a NFCSP Caregiver Coalition grant to develop a caregiver coalition. A core group was formed, headed by Mary Brintall-Peterson, to develop the initial outreach to potential coalition members. Included in that effort was a countywide caregiver web-based survey to identify issues and concerns from caregivers. By analyzing the results, we also were able to identify the common characteristics of Rock County's caregivers. 269 surveys were completed.

A meeting was held to introduce the concept of the caregiver coalition, invite others to join and to reveal the results of the caregiver survey. Seventy-two people were in attendance. Twenty-three of these attendees have joined at this point. A follow-up meeting with all coalition members will be held in January 2011 to share further analysis of the caregiver results will assist to form a more complete profile of Rock County's caregiver and their needs. The first meeting will also develop the coalition's vision and mission statements and action plan for 2011.

The Information & Assistance Specialist took part in the Janesville Public School's staff health fair. Approximately 200 people took part and showed good interest in resources available through the Council on Aging. She also provided information at the Rock County employee's health fair. Approximately 200 people participated in that event.

Any plans to work on this next year?

Council on Aging staff will continue to take advantage of every opportunity that arises to share information on issues that affect older adults and their families. The caregiver coalition will become a major focus of the caregiver support program in 2011.

National Family Caregiver Support Program – Self Assessment

Name of Aging Unit and/or ADRC: ROCK COUNTY COUNCIL ON AGING
Address 51 SOUTH MAIN STREET, JANESVILLE, WI 53545
Aging Director and/or ADRC Director JOYCE LUBBEN
NFCSP Coordinator JULIE SEEMAN
Staff Involved in Completing this Assessment JOYCE LUBBEN AND JULIE SEEMAN
Date Form Completed by NFCSP Coordinator 1/14/11
Date Self-Assessment Approved by Commission on Aging:
Date Self-Assessment Reviewed by AAA:
Date AAA Review Letter Sent to Aging Unit:

Introduction

The intent of the Older American's Act Title III E National Family Caregiver Support Program (NFCSP) is to provide information, support and assistance to family caregivers.

In the following sections you will be asked to describe how you are administering the program and how you are meeting the minimum service requirements. These services may be provided directly by the aging unit or the aging unit may purchase these through a contract. There will be a section for each of the 5 minimum service requirements and a section for the family caregiver coordinating group/coalition or alliance.

The 5 minimum service requirements:

- (1) Information to caregivers about available services.
- (2) Assistance to caregivers in gaining access to the services.
- (3) Individual counseling, organization of support groups, and training to caregivers to assist in making decisions and solving problems relating to their caregiver roles.
- (4) Respite care to enable caregivers to be temporarily relieved from their care-giving responsibilities.
- (5) Supplemental services, on a limited basis, to complement the care provided by caregivers. These services are not to exceed 20 percent of the county expenditure. Aging units may use funds to hire staff to provide the five services to caregivers. Staff or subcontractors funded with these resources shall work on behalf of family caregivers.

I. Minimum NFCSP Service Requirements (1-5)

(1) INFORMATION TO CAREGIVERS - Describe how the aging unit provides directly or purchases through a contract, information to caregivers about available services. Include the name/title of the person/agency that you have designated to provide Information and Assistance to family caregivers.

The Rock County Council on Aging has an Information and Assistance position. All seniors, their families, caregivers, care recipients and the community has the ability to obtain information from the information and assistance specialist. Julie Seeman is the Information and Assistance Specialist.

Rock County also has a website where Council on Aging has a page. On the page we have the BeaconWeb product where consumers can search the online database of organization and services. The website is: <http://www.co.rock.wi.us/index.php/council-on-aging-home>

Do you interact with the state funded ADRC in your county?	YES	NO XX	If "NO" please comment No ADRC in Rock County
Are family caregiver resources in the resource database?	XX		In the aging unit's database
Do you provide training to I&A staff on NFCSP, family caregiver resources and how to work with family caregivers?	XX		I&A staff person also coordinates the NFCSP Program.

(1a) OUTREACH - Describe how the aging unit reaches out and markets to each of the following:

- family members (spouse, daughter, son, etc) and friends/neighbors who help or care for persons age 60 and over.

Through personal and phone contact, classes and training, website, public speaking, referrals from other professionals, monthly newspaper, word of mouth of past/present clients, other county agencies/employees, Partnerships for Older Adults Committee.

- family members (spouse, daughter, son, etc) and friends who help or care for individuals with Alzheimer's disease and related disorders regardless of age.

Through personal and phone contact, classes and training, website, public speaking, referrals from other professionals, monthly newspaper, word of mouth of past/present clients, other county agencies/employees.

- grandparents or relative caregivers 55 years of age and older who are caring for children under age 19.

Through personal and phone contact, classes and training, website, public speaking, referrals from other professionals, monthly newspaper, word of mouth of past/present clients, other county agencies/employees, Partnerships for Older Adults Committee.

- grandparents or relative caregivers 55 years of age and older who are caring for a relative with a disability who is 19 to 59 years of age.

Through personal and phone contact, classes and training, website, public speaking, referrals from other professionals, monthly newspaper, word of mouth of past/present clients, other county agencies/employees, Partnerships for Older Adults Committee.

(2) ASSISTANCE TO CAREGIVERS - Describe how the aging unit assists family caregivers in gaining access to services - directly or through a contract. Include the name/title of the person that provides these access services.

Caregivers can gain information and access to services through the aging unit's Information and Assistance Specialist. Most of the contact with caregivers is by telephone. Information is provided to caregivers and if needed, the I&A Specialist will assist and advocate for the caregiver for services that are requested. Julie Seeman is the Information and Assistance Specialist.

Rock County also has a website, where Council on Aging has a page. On the page we have the BeaconWeb product where consumers can search the online database of organization and services. The website is: <http://www.co.rock.wi.us/index.php/council-on-aging-home>

Does the NFCSP provide or connect caregivers to case management services?	YES <input type="checkbox"/>	NO XX	If "NO" please comment No case management services available in Rock County through the aging unit.
Does the NFCSP follow up to ensure that referred caregivers have taken action, and to answer additional questions?	YES XX	No <input type="checkbox"/>	Follow up on caregiver situations that are at a level where follow-up is necessary

(3) Describe how the aging unit provides directly or purchases through a contract, each of these services. Include the name/title of the person that provides each of the following:

- **individual counseling,**

Provides services through I&A Specialist or social work professional if needed.

- **organization of support groups, and**

Work closely with Alzheimer's Support Center who coordinates support group in Rock County. The I&A Specialist is facilitator of two monthly support groups.

- **training to caregivers to assist in making decisions and solving problems relating to their caregiver roles. (Include the names of training programs and curriculums that the NFCSP uses.)**

Powerful Tools for Caregivers

Other training throughout the year such as educational series

Networking/partnering with other agencies to offer training for caregivers

(4)RESPITE - Describe how the aging unit provides directly or purchases through a contract respite care to enable caregivers to be temporarily relieved from their caregiving responsibilities. Include the name/title of the person that provides or arranges for respite.

Rock County allows each caregiver a \$500 grant for respite services in a six month time period. Additional funds may be granted to caregivers on a case-by-case basis. Each caregiver is assessed using a screening tool and would need to meet the standard criteria to be approved for respite funding. Once funding is approved, the caregiver has two options for respite services. The caregiver can use any agency of their choice or they can use a private provider of their choice. If they chose a private provider, they would need to pay that provider directly, and then submit an expenses for

Julie Seeman, I&A Specialist conducts the screening and coordinates the program. Direct arrangements for the respite is the responsibility of each caregiver.

If aging unit funds respite services is there a process in place to document this effort?	YES XX	NO	Comments on "NO"
If aging unit funds respite services is there a screening tool to document ADLs/IADLs?	YES XX	NO	
Is there documentation that reflects services were provided on an intermittent, occasional or emergency basis?	YES XX	NO	

(5) SUPPLEMENTAL SERVICES - Describe how the aging unit provides directly or purchases through a contract supplemental services, on a limited basis, to complement the care provided by caregivers. Include the name/title of the person that provides or arranges for supplemental services.

Each caregiver is assessed using a screening tool and would need to meet the standard criteria to be approved for respite funding (which includes supplemental services).

Julie Seeman, I&A Specialist conducts the screening and coordinates the program.

If aging unit funds supplemental services is there a process in place to document this effort?	YES XX	NO	Comments on "NO"
If aging unit funds supplemental services is there a screening tool to document ADLs/IADLs?	YES XX	NO	

II. Coordination of services (Required)

(1) Describes how the aging unit coordinates its efforts with other provider agencies that also serve family caregivers. Include the name of the agency and the name/title of the staff person that works with the coalition.

The Rock County Council on Aging is a member of the Rock County Community Partnerships for Older Adults Committee. Committee members include 40+ agencies in the community that serve seniors, their families and caregivers.

A Caregiver Coalition is just being formed. Rock County Council on Aging will be take the leadership role for the new coalition.

Julie Seeman is the participating member in the Rock County Community Partnerships for Older Adults Committee. Joyce Lubben and Julie Seeman will be participating members of the new caregiver coalition.

(2) Describe the coordinating committee/coalition that the aging unit works with – list the names/titles of the members, date it was developed, how often it meets and its accomplishments.

The caregiver coalition is just forming. The Rock County Caregiver Coalition (RCCC) was formed in July 2010. The goal of the coalition is to gain understanding of the caregiver reality in a county that has seen drastic economic changes. The RCCC will promote and support issues important to caregivers through coordination, community education and involvement, public policy and awareness. It is yet to be determined how often this Coalition will meet. The next meeting of the RCCC will be January 19, 2011. Currently the members of the Rock County Caregiver Coalition Steering Committee Members are:

Joyce Lubben & Julie Seeman, Rock County Council on Aging

Linda Sanders, Home Companion Registry

Jennifer Anselmi, Developmental Disability Board

Rob Wilkinson, Community Volunteer

Jennifer Schmidt, The Heights at Evansville Manor

Tammy Pence, Alzheimer's Support Center

Joanne Woodman Hodge, Mercy Health System

Virginia Wyss, Community Parish Nurse

Mary Brintnall Peterson, Ph.D. Professor Emeritus,

University of Wisconsin-Extension, Owner, MBP Consulting, LLC

The Rock County Community Partnerships for Older Adults Committee was formed in October 2001 to address the need for networking and information sharing between agencies that deal with older adults in Rock County. The group will identify gaps in services and facilitate activities that benefit seniors in the community. Our mission statement is "to enhance the quality of services for older adults." Currently there are about 50 members of the Partnerships Committee.

(3) Describe how you work with the AFCSP in your county. Give some examples of the interaction.

The AFCSP is administered by the Human Services, Long Term Support Department. The social worker assigned to the AFCSP program has a basic understanding of the NFCSP program. When the AFCSP social worker does an assessment for her program, she does a referral and provides information about the NFCSP program to the client. If the client does not meet AFCSP qualifications, the social worker also refers the client to the NFCSP program.

III. Reporting of family caregivers served and services provided

Reporting NFCSP services in SAMS are required for both the caregiver and care recipient. Are you comfortable that your agency is reporting these requirements accurately?	YES XX	NO	Comments on "NO"
Do you need technical assistance?		XX	

IV. Significant Accomplishments or Issues Not Included in the NFCSP Assessment

(Unplanned accomplishments or issues that had a significant impact on the family caregiver support program)

(1) Significant unplanned accomplishments (Describe)

No unplanned significant accomplishments.

(2) Any plans to work on this next year?

Rock County Council on Aging will continue to provide leadership and support for the new Rock County Caregiver Coalition.

Increase training opportunities for caregivers in 2011 through more partnerships with local agencies.

Increase website presence and ease of use by caregivers. Increase the content and information available through the website.