



**COUNCIL ON AGING ADVISORY BOARD MINUTES**  
**Wednesday November 17, 2021, 9:00 a.m.**

**A. Call to Order:** The meeting of the Council on Aging Advisory Board was called to order 9 a.m. by President Chuck Wilson.

**B. Approval of Agenda:** A motion was made by Karen Ferguson and seconded by Pat Burhans to approve the agenda. APPROVED.

**C. Roll Call:**

Present: Janice Turner, Vicky O'Donnell, Karen Ferguson, Sherril Gilbertson, Patricia Burhans, Rena Dewar, Vicki Goebel, Debbie Kraus, Sue McGinnis, Pam Bostwick, Jack Koopman, Chuck Wilson, Tom Brien

Excused: None.

Unexcused: None.

Staff Present: Jennifer Thompson, Lisa Messer, Ryan Booth, Lachel Fowler, Teena Monk-Gerber

**D. Approval October 20, 2021 Advisory Board minutes.** Motion was made by Jack Kooyman and seconded by Janice Turner.

Corrections to the spelling of Ms. Burhans and Mr. Kooyman names.  
APPROVED with corrections.

**E. Citizen Participation, Communications and Announcements**

None.

**F. Staff Reports:**

- 1. Interim Director** – Jennifer Thompson explained the process to integrate the Aging and ADRC committees. Ms. Thompson will send an email to the Aging committee members (as well as the ADRC committee members) asking if they wish to continue in 2022 as a member of the integrated committee. Terms will transfer to the new committee; so those whose terms expires in the next year, will serve for on the integrated committee for one year with an option to renew and those who are just starting their term, will transfer and serve a 3-year term on the new committee. It was determined to have 12 members on the new committee; target groups served will be based on the requirements set forth by the State and include Frail Elders, Physical Disabilities and Intellectual Disabilities. It is expected this committee will be developed in January 2022 and give to the County Board to approve in February 2022 with a first meeting in either February or March 2022. Agendas will continue to include both ADRC and Aging topics and the frequency as well as the dates/times will be determined once the members have been established. Ms. Thompson has met with all of the Aging staff to talk about their programs, workloads and to educate herself about the department.

The recruitment for the prior Directors position (now going to be a supervisor) will be posted this week. Mr. Wilson requested keeping the committee informed of the organizations changes to avoid any surprises; Ms. Thompson agreed that is the best form of communication.

2. **Caregiver Specialist** – Ms. Gerber-Monk announced the National Family Caregiver Support Program (NFCSP) has additional funds and therefore there is no longer a waitlist for assistance, and she is expanding the program funds to those who did not receive the full amount. There is a waitlist for the Alzhiemers Family Caregiver Support Program (AFCSP.) Ms. Gerber-Monk reminded the committee of the Caregiver event being held in the DWRC the next day; this event could be held via Zoom or in person with a take-home meal. She also mentioned the Holiday Brunch on December 7 at the Pontiac Conventions Center.
3. **Elder Benefit Specialist** – Ms. Fowler indicted she is in the middle of assisting with open-enrollment which goes through December 7<sup>th</sup>. She does not have totals until she inputs the data at the end of open enrollment. She has several new people receiving assistance from her due to word-of-mouth. Ms. Fowler just finished putting her December outreach schedule together.
4. **Mobility Manager** – Ms. McIlhone was not present but hopes to if the meeting time is changed in the future.
5. **Transportation Supervisor** – Mr. Booth provided the September stats: 96.6 trips/day and used 7.5 buses/day. One bus is close to retirement as it close to the 200K mileage requirement. It is also unclear when the two new busses will arrive. Mr. Booth is also making sure inspections are occurring to prepare for winter so there are no malfunctions. Mr. Booth is looking to hire additional staff. Mr. Kooyman asked what the “busses” are like in regards to number of riders. Mr. Booth shared they are not vans but rather short busses. It was requested Mr. Booth provide the committee a report next month on the number of riders who are declined a ride.
6. **Health Promotion** – Ms. Messer provided information regarding the programs offered from Oct 1, 2020 – Sept 30, 2021:
  - 81 total participants
  - 7 different health promotion programsMr. Messer thanked multiple people who volunteered their time to assist in providing the programs through the last year.

**G. New Business:** Mr. Wilson reminded the committee that Ms. Schutt reviewed the Aging Plan at the prior meeting. It was requested the data from the responses from the survey be included in the Aging Plan. Motion was made by Jack Kooyman to approve the plan with the additional data included, seconded by Ms. Turner. Ms. Ferguson abstained as she did not receive a copy of the document to review. APPROVED.

#### **H. Old Business**

1. Integration Progress/Marketing: Ms. Thompson advised the marketing of the new integrated office will be headed up by Darcy Toberman-the Outreach Coordinator of the ADRC, starting with updating the brochures.
2. Merging of ADRC and CoA Advisory Committee: Ms. Thompson had already reviewed the progress of integration earlier in the meeting under Interim Director Report. Ms.

Bostwick thanked the committee and staff for the dedication and time they have put into this work. Also stated she is pleased to be on both committees and hear about all the things that are happening.

#### **I. Board Membership Report Reports**

1. County Board of Supervisors, Tom Brien –They have gotten through the budget process with a minimal increase in taxes.
2. ADRC of Rock County, Vicky O'Donnell – Reported that now that Ms. Thompson will be a part of this committee, she will be stepping down as the ADRC member.

**J. Adjournment:** A motion was made to adjourn the meeting by Pam Bostwick and seconded by Pat Burhans. Motion carried. *Minutes not official until approved by the Council on Aging Advisory Board.*

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