



**COUNCIL ON AGING  
ROCK COUNTY, WISCONSIN**

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**COUNCIL ON AGING**

**ADVISORY BOARD AGENDA**

**Wednesday June 16, 2021, 9:00 a.m.**

**Council on Aging Office**

**3328 US Highway 51 North, Janesville, Wisconsin**

**NOTE: This is a Teleconference**

Rock County Council on Aging is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/85660408277?pwd=b2hLUkxvYkFkcEdsbTVDOFdmUjZVQT09>

Meeting ID: 856 6040 8277

Passcode: 594452

One tap mobile

+13126266799,,85660408277#,,,,\*594452# US (Chicago)

+19292056099,,85660408277#,,,,\*594452# 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 DC)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 856 6040 8277

Passcode: 594452

Find your local number: <https://us02web.zoom.us/u/kdnB1pN5dR>

Join by SIP

[85660408277@zoomcrc.com](mailto:85660408277@zoomcrc.com)

Join by H.323

162.255.37.11 (US West)

162.255.36.11 (US East)

115.114.131.7 (India Mumbai)

115.114.115.7 (India Hyderabad)

213.19.144.110 (Amsterdam Netherlands)

213.244.140.110 (Germany)

103.122.166.55 (Australia Sydney)

103.122.167.55 (Australia Melbourne)

209.9.211.110 (Hong Kong SAR)

64.211.144.160 (Brazil)

69.174.57.160 (Canada Toronto)  
65.39.152.160 (Canada Vancouver)  
207.226.132.110 (Japan Tokyo)  
149.137.24.110 (Japan Osaka)  
Meeting ID: 856 6040 8277  
Passcode: 594452

Join by Skype for Business

<https://us02web.zoom.us/j/85660408277>

Topic: COA Advisory Board May Meeting

Time: June 16, 2021 09:00 PM Central Time (US and Canada)

Join Zoom Meeting

If you are interested in providing public comments on items on this agenda, you must submit your comments by noon on Monday, June 14, 2021. To submit a public comment use the following email: [paula.schutt@co.rock.wi.us](mailto:paula.schutt@co.rock.wi.us)

- A. Call to Order
- B. Approval of Agenda
- C. Roll Call
- D. Introduction of Visitors
- E. Approval of May 19, 2021 Advisory Board Minutes
- F. Citizen Participation, Communications and Announcements
- G. Monthly “This is Good to Know” Report
- H. Staff Report
- I. Director .....Paula Schutt
- J. Caregiver Specialist.....Julie Seeman
- K. Elder Benefit Specialist..... Lachel Fowler
- L. Mobility Management.....Jennifer McIlhone
- M. Transit..... Ryan Booth
- N. Health Promotion Coordinator.....Lisa Messer
- O. New Business –
- P. Old Business –
- J. Reports
  - 1. County Board of Supervisors, Supervisor Tom Brien

2. ADRC of Rock County, Vicky O'Donnell

K. 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.



**COUNCIL ON AGING ADVISORY BOARD MINUTES**  
**Wednesday May 19, 2021, 9:00 a.m.**

**A. Call to Order:** The meeting of the Council on Aging Advisory Board was called to order at 9:20 a.m. by Chair, Chuck Wilson. All present were participating via ZOOM or the telephone.

**B. Approval of Agenda:** A motion was made by Tom Brien and seconded by Sue McGinniss to approve the agenda.

**C. Roll Call:**

Present: Janice Turner, Patricia Burhans, Rena Dewar, Tom Brien, Vicky O'Donnell, Debbie Kraus, Chuck Wilson, Pam Bostwick, Jack Kooyman, Sue McGinniss, Vicky Goebel

Excused: Karen Ferguson, Sherril Gilbertson

Unexcused: none

Staff Present: Paula Schutt, Lisa Messer, Julie Seeman, Ryan Booth, Lachel Fowler,

**D. Introduction of Visitors:** None

**E.** Approval April 21 Advisory Board minutes. A motion was made by Tom Brien and seconded by Sue McGinniss. to accept.

**F.** Citizen Participation, Communications and Announcements –none

**G.** Monthly “This is Good to Know” Report - none this month

**H. Staff Reports:**

1. Caregiver Specialist – Julie announced that Paula approved an increase in funding for NFCSP and AFCSP that came from additional COVID funding). Clients enrolled in NFCSP can now qualify for \$1,500 for the year and AFCSP clients can qualify for \$3,000 per year. Julie reported we are at a crisis point for home care workers – they are difficult to find and many people are not able to get the respite they need due to lack of workers. Caregiver Specialists have been asked to look outside the box for ways to help their clients and meet their needs. Julie has suggested that they reach out to faith based organizations and ask relatives and friends as well if they are willing to do any caregiving. She is able to pay private caregivers. Julie explained that even before COVID hit we were starting to see a shortage of workers. She is even looking

- at ways to offer virtual respite. Julie also announced she is retiring in July. She said it has been her privilege and honor to work with everyone over the years.
2. Elder Benefit Specialist Lachel reported she is starting to make visits to her regular locations. She was at The Gathering Place the day before this meeting and she is scheduled to visit Grinnell next month. She has been working on a lot of appeals for Medicare for her clients. She also announced that the program director at The Gathering Place will be retiring this summer.
  3. Mobility Manager – Jennifer is conducting a Wednesday Walk and not able to attend. Janice Turner commented that the Wednesday Walk brochure was very professionally done. She also highly recommended the walks and said people could learn a lot from them.
  4. Transportation Supervisor – Ryan Booth reported that he has been working with the risk manager to get all the drivers scheduled for first aid and AED classes so that they can be certified. He reported that by next month we will have a bus ready to retire. We are still providing transportation for those who need to get their COVID vaccine. Sue McGinniss asked about the mask mandate and how it affected transit. Ryan reported that due to FTA funding and regulations, all those who ride or drive a public transit vehicle must continue to wear a mask, most likely through September. For the month of April, transportation averaged 104 trips per day with 8 buses. Their highest day was 130 and their lowest was 72.
  5. Lisa Messer, Health Promotion Coordinator reported she is working on in person programming. She has regulations she must follow to have enough space between people during trainings and classes. This does limit the areas she can hold classes and trainings in. Jennifer McIlhone had two extra pages available in her Wednesday Walk catalog so she offered it to Lisa to promote her programs. The Gazette also ran a big promotion for her Health Programs. She believes they did a rerun of something they ran last fall because they did not check the dates. She was happy to get the promotion though. She has 18 people registered for Stepping On. She is also beginning a Mind Over Matter workshop in June at Grinnell led by Board member Sherril Gilbertson. There is also a Powerful Tools for Caregiver workshop currently running.
  7. Executive Director - Paula Schutt announced that as of this point the COA and ADRC are scheduled to move the last two weeks in August. She was able to go on a tour of the building this week. Staff has been busy purging their files and condensing in preparation for the move. Julie's position has been posted and she is hoping to get someone hired so they can work with Julie for a week or so before she leaves. She announced that masks were no longer required in the office. Paula made a motion to cancel the August COA Advisory board meeting due to the move. It was seconded by Pam Bostwick and passed. Sue McGinniss asked if it was possible for the COA Advisory Board to get a tour of the new building. Paula said she would ask Mark Stevens if one could be arranged. She said she is hoping to be able to have the board meet in person in September in the new location. It was decided to have the July board meeting over the Zoom app. Chuck Wilson commented that throughout the months of using Zoom, the board always felt like they were kept well informed.

## **I. New Business: No new business**

**J. Old Business** - Paula reported that the Aging Plan Survey had 136 responses and we also received a number of paper responses. Board member Debbie Kraus will be submitting a number of them from Grinnell. For the update on the integration plans, Paula reviewed the work plan that she and Jennifer had been preparing. It has several areas that need to have things accomplished. Things addressed are the budget, the board, the staff, marketing and training of staff. Paula said she would be sending a copy of the worksheet to all the board members.

**K. Board Membership Report Reports:**

1. County Board of Supervisors, Tom Brien – no report
2. ADRC of Rock County, Vicky O'Donnell: Vicky reported that the Job Center is still closed.

**L. Adjournment:** A motion was made to adjourn the meeting by Sue McGinniss and seconded by Tom Brien. Motion carried. *Minutes not official until approved by the Council on Aging Advisory Board.*

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