

Serving Iowa and Lafayette Counties, aka The SUN Program

BOARD OF DIRECTORS MEETING MINUTES July 21, 2022.

- 1. Meeting Called to Order at 12:37 PM by Chairman Dan Nankee, at Linden Dining Site, Municipal building, 444 Jefferson St, Linden, WI**
- 2. Roll Call-** Members Present: Iowa County: Dan Nankee, Doug Richter, and Justin O'Brien. Lafayette County: Bob Boyle, and Rita Buchholz. Others present; Tom Slaney, Iowa County Social Service Director; Shane Schuhmacher, Lafayette County Manager. Kelly Haakenson, Financial Officer; Cecile McManus, Director; Valerie Hiltbrand, ADRC Manager, Iowa County; and Dana Marcus, Lafayette County ADRC Director. Absent was Kriss Marion-Excused
- 3. Certification of Compliance with Open Meeting Law-** Haakenson stated that on July 19th, 2022 the agenda was posted at the HHS building and emailed to the Dodgeville Chronicle and Lafayette Republican Journal. Also emailed to Iowa and Lafayette County Clerks. Chairmen Nankee requested the records show that the meeting was properly posted.
- 4. Approval of the Amended Agenda for July 21st, 2022 Board Meeting-** A motion was made by Bucholz to approve the Agenda; seconded by O'Brien. Motion carried.
- 5. Approval of the Minutes-** A motion by Doyle was made to approve the June 23rd, 2022 minutes; seconded by Richter. Motion carried
- 6. Reports from Board Members; Opportunity for Members of the Audience to Address the Board-** Nankee discussed the July News and Views and some of the information in the paper.
- 7. Aging & Disability Resource Center & County Aging Unit Reports-**
 - a.) Dana Marcus, ADRC, and Lafayette County:** Transportation: We hired William (Bill) Govier to replace Bobby Long. Bill started on Monday, July 18th and will be training with Bobby. We will work on scheduling shopping trips soon. We are transitioning to Assisted Rides software for our transportation services. This will make our transportation system smoother and free up time for our transportation coordinator and billing department. It is also easier for our volunteer drivers as they can receive maps and reminders texts. Kay Schulte – is looking into prevention programs. She is going to start with Strong Bodies. This is exercise with weights. Focus is to strengthen the body to help prevent falls and injurious. There is also a nutrition component. Danica is still putting together the Upper Horizon and coordinating with other agencies for articles. Next Welcome to Medicare presentation is July 27th from 4 to 6 at the ADRC. Kay will schedule another one for September. Lafayette County Fair- The fair went great on July 15th even though it rained. Peggy and the fair staff did a great job with finding another location for our pie and muffin contests as well as the music. We will be mailing thank yous and putting a thank you article in the Upper Horizon and Republican Journal.

The Lafayette County Office will be holding a Dementia Capable training for the regional offices on July 29th. DCS worker Bonnie Beam will be training the new staff on Dementia Capable, Dementia Live, and the Mini-Cog assessment. Senior Expo by the Shopping News-Young at Heart Theme- I attended this event. This was held at the Belmont Convention Center on June 29th from 8:30 to 11:30 am. This is usually really well attended with local vendors, bingo and more. We will have the bus available for transportation to and from the event. LivingWorks ASIST workshop – training to help prevent Suicide being hosted at Multipurpose Building on July 28th and 29th- This will help people recognize signs, provide a skilled intervention, and develop a safety plan to keep someone alive- APS worker Allison Ploessl is going from the ADRC.

b.)Valerie Hiltbrand from ADRC in Iowa County: Our ADRC Care-A-Van is up and running. It will run 2-3 days a week. We have one open position in the ADRC and one ADRC staff member on maternity leave. There is also a vacant Support Staff position, which primarily provides support to ADRC staff. We continue to see an increase in the amount of consumers who are requesting ADRC services. Many consumers have complex needs that need multiple meetings in order to sort through. There is also a constant request for assistance with Social Security Retirement and Medicare enrollment. The Iowa County Department of Social Services and the ADRC will not be able to continue helping with meal delivery for the SUN Program past July. The SUN Program still needs volunteers to deliver meals in all locations, but especially Dodgeville, Ridgeway, Barneveld and Mineral Point. There are a variety of opportunities available. Our Elder Benefit Specialist held a Medicare 101 presentation at the Mineral Point Library on 7/14/22. The next presentation will be August 30th, at the Dodgeville Library. The ADRC and SUN Program recently participated in an event at the Dodgeville Town Square Pop-Up. They hosted a Non-Profit day on 7/14/22 and the two agencies put a booth together in order to recruit volunteers and bring attention to the services we provide. On 7/20/22, the ADRC will be attending an outdoor worship service at Grace Lutheran in Dodgeville to promote volunteer opportunities for the ADRC and the SUN Program.

We are working with the Iowa County Fair Office to see how we can promote the ADRC during the fair. The Health and Wellness Expo will be Friday, 9/30/22. We are partnering again with Upland Hills Health to bring this to the community. It will be a drive-thru again this year. We have quite a bit of Upcoming Dementia & Caregiver Programming coming from the regional office.

The ADRC is participating in the Community Health Needs Assessment which is spearheaded by Upland Hills Health Hospital and the Iowa County Health Department. Please note information in our August edition of the News and Views, for the community survey that this team is working on. Paper copies can be obtained from all Upland Hills Health clinic locations or by contacting UHH.

8. Monthly Reports Haakenson released the following numbers:

a.) Cash Flow- In process of setting up new bank account with Farmers Savings bank. Checking account balance is \$89,731.41 as of July 21st, 2022. Total deposits \$10,656.50, less total expenses of \$57,364.75, leaves \$89,731.41. We will continue to do the Profit and Loss for the Board by County.

CD Review - Set-Aside fund was \$72,199.43.

b.) Budget Reports- Total income for June was \$114,191.98; Total Expense were \$82,734.25. \$25,321.44 the highlighted area was our loan that was paid and that will be moved in our books where the auditors want us to move it.

c.) Monthly Participation Numbers- Review monthly numbers. Argyle has large increase of participants. One change for the Report is that we used to do the Take-outs in the congregate totals and we have had to move them to the home delivery totals. This was suggested by GWAAR to reflect policy. Summary page shows that we are up in both counties with the meals that we are serving. Percentages by county are 55% Iowa and 45% Lafayette. For Iowa, we serve about 10% Congregate and 90% home delivery. Lafayette is 20% Congregate and 80% home delivery.

Motion was made to place these reports on file by O'Brien; seconded by Richter. Motion passed.

9. County Levy- McManus is proposing that we will be asking for increased levy from each county, after a meeting with GWARR. She thinks we should ask for an additional \$30,000 from each county. Currently it's a total of \$71,000. For 2023, \$64,000 from Iowa and 66,000 from Lafayette, so that would be a total of \$130,000. ARPA funds of \$50,000 will be requested in October. Currently we get \$36,360 from Lafayette county, plus a cash flow loan of \$25,000 if needed (not used in 2021 or 2022). In Iowa county, we get \$34,640; a little less due to the in-kind funds. What options do we have if we do not get all the funds requested? McManus stated that we will have to look at who we are serving and may have to prioritize, both now and in the future. GWAAR is estimating that we will only be able to transfer 25% of the funds transfer that we get now, from congregate to home delivery. We can transfer 50% now. Reality of budget struggles among all the counties. Expenses are high, with food and mileage. GWAAR contract doesn't come out until April. McManus is sending in the request to Schuhmacher and Slaney for the 2023 budget.

10.GWAAR changes to the SUN Contract- Received a letter from the director of GWAAR; according to the new GWAAR edict, they will now only contract with the counties directly, and not SUN directly, as they have done since SUN began. Title 3 funding for 2023 will now be given to the counties, and the counties can decide how to do it. Slaney and Schuhmacher joined in discussion, with Slaney stating that we have some options and have to try and plan for the change. Funds that come from GWAAR will change due to the fact that we serve much more home delivery meals than we do congregate. Congregate funding is much higher, with counts lower. Questions were; how will it change, Board, staffing? Will be added to agenda for following months.

11. Grant Update-a.) Community Foundation of Southern Wisconsin-

McManus applied for \$400 Benton grant for a case of trays; will be decided the end of August. **b.) Other Grants-** the Jenny Olson grant is due on October 1st. specified for West Madison and Iowa County. Will be requesting a new computer for the

director with that grant. Haakenson's computer is already ordered.

12. Training Request- None. McManus is asking for her expenses to be reimbursed for the symposium that she attended at the end of May: \$250 for her registration fee and \$500 which is 2 nights of travel and meals with a total of \$750.00. McManus received 15 credits for doing this, which is a lot. During, COVID, it was hard to get the credits. Motion to pay by O'Brien; seconded by Richer, to reimburse the director for room and registration. Motion carried.

13. Directors Report- wanted to reiterate the donations that we got. We received \$1500 from the Cattleman's Association; we are going to use this for our Steak feed and the beef that we buy for the meals. Also Cobb United Methodist church \$250 and Compeer gave \$200 and non-perishable bags of food that we handed out. Really appreciative of those donations. Finalizing counts to Avon Locker for the Steaks for the steak feed. Dodgeville pop up day attended, looking for Volunteers and met a few new contacts. Music in Arena on August 10, Folklore Village grant for Music. Volunteer appreciation day is being planned for on October 20th; there will be bingo, speaker, program, and lunch. The Board will meet after this event. McManus attended a Regional directors meeting, August 3rd and also had a call with Pam Van Kampen (state dietitian) to talk about needs assessments with who we are serving.

14. Staff/Site issues/Reports-a) Dodgeville provider Change, Linden Delivery-Update. We are going with UW Platteville on a permanent basis. We will include Linden in the route. Trying to come up with a plan to get the food and get it back to Linden in timely manner. Eliminated the logistics that we had with Grant County, and additional charges, and Linden will get food earlier. McManus met with the current drivers and suggested the position be paid; all volunteers were still interested in volunteering and not being paid. So August 1st we will start trial run. O'Brien asked about the contract with UW Platteville, but have yet to receive the contract so at this time not received or signed. UW Platteville is great to work with and professional.

b) Evaluation of Director: Boyle made a motion, seconded by O'Brien, to enter into closed session @ 2:27 PM for evaluation of director. O'Brien made a motion, seconded by Richter, to come out of closed session at 2:42 PM.

15: Chairman's Report: Nothing to report

16. Vouchers-Approval – Buchholz made a motion to approve the vouchers; seconded by Richter. Motion carried.

17. Next Meeting Date & Adjournment- Next meeting will be August 25th, at the Benton Meal Site, Benton VFW, following lunch, which is at 11:30. Approximate start time is 12:30 PM. O'Brien made a motion to adjourn; seconded by Richer. Motion carried. 2:45 PM.