

**PROCEEDINGS OF THE AGING & DISABILITY RESOURCE CENTER OF BROWN
COUNTY BOARD MEETING**

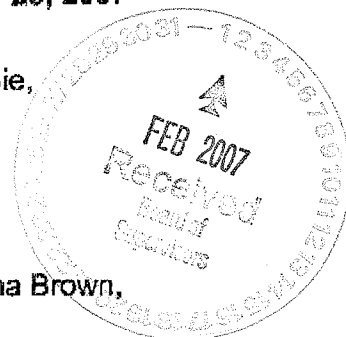
January 25, 2007

PRESENT: Dr. Donarski, Ron Antonneau, Judy Parrish, Pat Cochran, Helen Bie,
Tom Diedrick, Ethel Macaux, Libbie Miller

EXCUSED: Jean Kiefer, Barb Wescott

ABSENT: Joe Van Deurzen

ALSO PRESENT: Sunny Archambault, Arlene Westphal, Debra Bowers, Diana Brown,
Jennifer Nelson, Cheryl Detrick, Sup. William Clancy



Chairperson Donarski called the meeting to order at 9:06 a.m.

ADOPTION OF AGENDA: Dr. Donarski requested a motion to adopt the agenda for the January 25, 2007 meeting. A motion was made by Mr. Antonneau and seconded by Ms. Macaux to adopt the agenda. **MOTION CARRIED.**

INTRODUCTIONS: Dr. Donarski introduced Libbie Miller as the newest member of the Board of Directors. Ms. Miller stated she came to the Green Bay area as a Physical Therapist in 1951. Over the past years she has worked with the Green Bay School District, St. Vincent Hospital, N.E.W. Curative, Home Health and Manor Care West. She has served on several boards including the C.P. Board and Alzheimer's Board. She loves working with both children and the aging. The other board members introduced themselves and welcomed her to the board.

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF DECEMBER 14, 2006: Dr. Donarski asked for any additions, corrections, or deletions to the minutes of the regular meeting of December 14, 2006. Dr. Donarski requested the word "Hispanic" on page 2, paragraph 4 under Review and Approval of Additional 2007 ADRC Grant Revenues be changed to the word "bilingual".

Mr. Antonneau moved and Ms. Parrish seconded to approve the minutes of the regular meeting of December 14, 2006 with the correction noted above. **MOTION CARRIED.**

FINANCIAL REPORT:

A. REVIEW & APPROVAL OF THE DECEMBER 2006 REPORT: Ms. Archambault reported that this was a preliminary report and additional adjustments would be made next month. The report indicates that we are under in Salary Expenses and Fringe Benefits due to the delay in the hiring process until June and July of 2006. Building Renovations are over and some of these expenses will be reallocated to other expenses. Food Costs appear to be under; however, we also did not realize the projected revenues. Fiscal Agent Admin has offsetting revenues to balance this out as does Grant/Special Projects. The \$7,395 overage under American Red Cross represents dollars from the previous year that were allocated for vehicle match, and the \$16,000 in Contracted Services/Temp Employment will be used for further renovations. The revenue dollars under Title III-B, Title III-C-1, Title III-C-2, Title III-D, and Title III-E depict the amounts we budgeted; however, our grant award came in lower than budget. Our Interest Income did very well. Ms. Archambault reviewed the expenditures and revenues on the Miscellaneous Revenue/Expense Account Detail sheet on page 3 for Senior Center Programming, Miscellaneous Service, Non-Operating Expenses,

Grant/Special Projects, and Building Supplies/Maintenance. Ms. Archambault reviewed the details of the equipment purchases for 2006 using grant dollars on page 5, as well as the 2006 equipment operating budget on page 6. She explained that 15 years ago Capital Campaign Funds were used for the remodeling of our original building and the \$54,000 balance in that fund is set aside for future expenses such as a new roof, etc. Ms. Archambault noted that the Fiscal Agent Payroll Summary on page 7 depicts payroll expenses for COP/CIP in-home workers through the Human Services Department. The last page of the report outlines the Total Meal Program showing a breakdown of the number of meals served as well as donations.

A motion was made by Mr. Antonneau and seconded by Ms. Macaux to receive and place on file the December 2006 Finance Report. **MOTION CARRIED.**

B. REVIEW & APPROVAL OF RESTRICTED DONATIONS: Board members reviewed the restricted donation of \$100 in memory of George Schuning for the Parkinson's Support Group, and \$960 from the Policeman's Auction for Home-Delivered Meals.

A motion was made by Mr. Antonneau and seconded by Pat Cochran to approve the restricted donations. **MOTION CARRIED.**

C. DISCUSSION & APPROVAL OF INCREASING DRIVER ESCORT MILEAGE

RATE: Mr. Archambault reported that during 2006 the budget process the mileage rate for the Home Delivered Meal Drivers was increased to .41¢ per mile. However, a mileage rate increase for the Driver Escort Program was overlooked. The Driver Escort Program's current mileage rate is .325¢ per mile. Ms. Archambault requested board approval to increase the rate to .41¢ per mile.

A motion was made by Mr. Antonneau and seconded by Ms. Parrish to approve an increase in the Driver Escort Mileage Rate to .41¢ per mile. **MOTION CARRIED.**

PERSONNEL COMMITTEE REPORT: Dr. Donarski reported that the Personnel Committee met earlier this morning in closed session pursuant to Wisconsin Statutes 19.85 (1) for the annual review of the director of the Aging & Disability Resource Center. It was the consensus of the committee that Ms. Archambault has done a good job during some trying times while easing the Aging Resource Center through a smooth transition and laying a strong foundation to become an Aging & Disability Resource Center. Not only has she gone above and beyond to meet all of the challenges brought before her, but she carries with her very good representation with those she has worked closely with at both the State and Federal level. Ms. Archambault was quick to point out the accomplishments of her staff which enabled her to succeed.

A motion was made by Mr. Antonneau and seconded by Ms. Cochran to accept and place on file the Personnel Committee Report. **MOTION CARRIED.**

DISCUSSION OF BOARD APPOINTMENTS: Ms. Archambault reported that the County Board did not approve the reappointments of Barb Wescott and Ethel Macaux to our Board as it was their consensus that the appointments should be made by the incoming County Executive. According to our By-Laws these two Board Members will serve until their reappointments or someone is appointed to replace them. Ms. Miller was appointed by the County Board as a replacement for Ms. Watermolen who resigned earlier in the year.

Dr. Donarski recommended that we maintain our present officers and that elections be held sometime in spring after the appointments are made. Mr. Antonneau suggested we check with Corporation Counsel to confirm whether or not our by-laws take precedent over the county board decision.

APPROVAL OF BY-LAWS AMENDMENT: Ms. Archambault referred board members to the By-Laws Amendment Recommendation included in the board packet. After discussion of the suggested language changes Mr. Antonneau recommended that the following sentence: *"The nominating Committee will submit a slate of choice(s) for each office to the Board one month prior to the election of officers."* be inserted after the sentence that reads: The committee will meet at the discretion of the chair, but must meet at least once prior to the full board meeting when the election of officers is held. Ms. Archambault will send the new Amendment Recommendation to board members prior to the February Board Meeting to be voted on at that time.

UPDATE ON 2007 ADRC GRANT: Ms. Archambault reported that at last weeks County Board Meeting the Board approved the addition of 7 news positions to the ADRC Staff. They will include 4 Information & Assistance Specialists, 1 Disability Benefit Specialist, 1 Quality Assurance / Outreach/Marketing Coordinator, and 1 Clerical Position. There is a 10 day waiting period during which the County Executive has veto power over this decision before we can begin the hiring process. Ms. Ropson, our present Nutrition & Volunteer Coordinator, has indicated an interest in the QA/Outreach/Marketing Coordinator position. The positions will be open to applications from present staff until 4:30 on Friday, January 26th. If Ms. Ropson is offered the position and accepts it, we would then start recruiting for the Nutrition & Volunteer Coordinator Position.

DISCUSSION OF FAMILY CARE LANGUAGE PROPOSAL – LOCAL OVERSIGHT OF LTC:

Ms. Archambault referred board members to the handout for agenda item #9 included in the board packet. She went on to explain that this is proposed language for ADRC Boards which is being sent to the Department of Administration and may or may not be included in the Governor's Budget. Under this proposal, most of the responsibilities currently assigned by the statutes to local LTC councils would be shifted to the governing boards of ADRCs and to new regional long-term care oversight committees composed of representatives of these boards. The ADRCs role would become the entryway to the long-term care system with CMOs being responsible for services. The Regional Board would be comprised of members from other ADRCs whose responsibility would be to meet quarterly and review all of the overriding issues. If this proposed language would be implemented, the functions listed in the document would become the responsibility of this board.

DISCUSSION OF FACT SHEETS:

- A. MEDICAID AND LONG-TERM CARE:** Ms. Archambault referred board members to the handout "Medicaid and Long-Term Care" included in the packet. She explained that the Medicaid Program accounts for 49 percent of the \$194 billion spent in 2004 for long-term care in the United States. The majority of Medicaid long-term care spending is for care in institutions such as nursing homes. The proportion of Medicaid spending for noninstitutional or home and community-based care, however, has nearly doubled over the last decade. The states have such flexibility in designing Medicaid long-term care programs that Medicaid really is not one

program but more than 50 programs and individuals who qualify for Medicaid are not entitled to the same types of services in every state. The largest share of Medicaid spending for home and community based care is for home and community-based waiver programs, programs that allow states to deliver care in the community to individuals who otherwise could not receive services. Although there are many options available, states are waiting for guidance before committing to major changes in the delivery of community-based care.

- B. NATIONAL SPENDING FOR LONG-TERM CARE:** Ms. Archambault referred board members to the handout "National Spending for Long-Term Care" included in the packet. She reviewed the fact sheet explaining that in 2004 national spending on long-term care totaled \$194 billion with most long-term care spending being spent on nursing home care. Medicaid is the nation's largest source of financing for long-term care, accounting for 49 percent of long-term care spending in 2004. Home and community-based services are also provided under a waiver that allows services to be provided to a specific, limited population. There is a growing need for home and community-based services such as personal assistance, homemaker services, adult day services, and respite care. Although there is private insurance available, including both health and long-term care insurance, few people have insurance for long-term care and most people face a risk of impoverishment if they need extensive care. With Medicaid being the nation's safety net for individuals with long-term care needs, there is a wide variation in state Medicaid programs with the vulnerability of changing state budgets, leaving the security of that safety net uncertain.

REPORT ON LEADERSHIP COUNCIL: Ms. Archambault & Dr. Donarski presented handouts regarding recommendations developed by the Leadership Council for the restructuring of the Aging Network: the Bureau of Aging & Disability Resources (BADR); Area Agencies on Aging (AAA); and Aging Units. The restructuring of BADR would include achieving more visibility within the Department of Health and Family Services by December 31, 2007. AAA's would be charged with providing quality assurance and quality improvement oversight for ADRC's. The Council is recommending the creation of 1 tribal AAA to meet the needs of the tribes. One statewide AAA would serve all counties except Milwaukee and Dane, with a minimum of 4 regional AAA's to ensure advocacy and technical assistance is accessible throughout the state. Aging Units would need to be integral to the development and implementation of ADRC's.

We must not lose the focus on aging while we serve all consumers. Advocacy is an essential part of this process. All ADRCs must have the core services using the Common Identity Factors and SMART planning which are the key elements for a successful program. By 2010 ADRCs will be across the entire state of Wisconsin and we must make sure that these principles of service are included in the ADRC development.

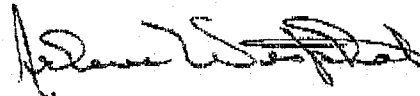
DIRECTOR'S REPORT: Ms. Archambault informed board members that she and Ms. Ropson, Nutrition Coordinator, met with St. Vincent Hospital to discuss their meal program which will be discontinued by May 1, 2007. The ADRC is working with the hospital to try to recruit their volunteers and to serve as many of their people as possible. This will impact our budget; therefore, we have asked St. Vincent to identify those who are in most need of this service.

BAY AREA AGENCY ON AGING REPORT: No report.

ANNOUNCEMENTS: Dr. Donarski brought to the board's attention an article from the Journal of Gerontology titled "*Aerobic Exercise Training Increases Brain Volume in Aging Humans*". The article states that beginning in the 3rd decade of life, the human brain shows structural decline contemporaneously associated with deterioration in the cognitive process noting that exercising is a real help in successful aging.

ADJOURN: Mr. Antonneau moved to adjourn and Ms. Parrish seconded. **MOTION CARRIED.** The meeting adjourned at 10:45 a.m.

Respectfully submitted,



Arlene Westphal, Secretary