

MEETING NOTICE

COMMITTEE MEETING OF JUNEAU COUNTY BOARD

NOTICE THAT THE JUNEAU COUNTY COMMITTEE ON AGING and DISABILITY OF THE JUNEAU COUNTY BOARD WILL MEET ON:

DATE: Monday, October 12, 2020

TIME: 9:30 a.m.

PLACE: Services Building, Room 209

SUBJECTS TO BE DISCUSSED OR ACTED ON:

1. Call to order: Jack Jasinski 9:35am
2. Citizen Comments: Mary Alice Lasswell made a recommendation as a citizen to appoint someone to serve on the Juneau County Aging and Disability committee.
3. Motion to approve minutes of the Sept 21, 2020 meeting and posting of the agenda: Mary Alice Lasswell made the motion to approve September minutes and posting of the agenda seconded by Kathy Kucher
Mailout #1

Old Business:

4. Transportation services discussion to re-start Friday shopping: Committee suggested waiting on the restart of Friday shopping trips and to revisit at a later time.
5. Monthly Financial Report: John Grothjan presented the updated financial report to the committee with the break downs of expenditures through the month of September. No further discussion. Handout #1
6. ADRC Operations Report- Regional Dashboard: John Grothjan Reviewed the Mauston Office Operations Report, he noticed an 8% increase of people served from last year's numbers and added that through Covid the I&A's have had added restrictions to home visits and office visits and are still finding ways to provide help to the community. DBS has been staying consistently busy, EBS is still actively in training and preparing to start scheduling clients.

New Business:

7. Update on the Mauston Office transition from Steve Thomas: Steven Thomas was unable to attend, John Grothjan spoke on behalf of the office transition, Cynthia Peterson added that the time Charlene Norberg served for the ADRC was appreciated, no further discussion.
8. Review and approve an updated job description for the ADRC director position: John Grothjan presented the updated Job Description to the committee for review, discussion for more clarification regarding the qualifications of having to pass the State of Wisconsin Restaurant managers test and being certified as a professional food manager in food sanitation. Improper wording listed under section C. regarding essential responsibilities, not a complete sentence. Section F. physical demands of position, needs to be a weight amount vs an example of a physical item. Iny Emery made the motion to approve the ADRC director job description with amendments given by the committee Seconded by Kathy Kucher carried by committee.
9. Appoint a representative from the Advisory Committee to Serve on the ADRC Director hiring Committee: Mary Alice Lasswell has been appointed to serve on the ADRC Director hiring committee
10. Request for two LTE positions for the nutrition sites to be in compliance with GWAAR contract: John Grothjan updated the committee that we have not been in compliance with the contract we have with GWAAR and to continue to serve our community out of a restaurant style meal site would require at least one person to be a Juneau County employee for both meal sites. Mary Alice Lasswell Made the motion to approve two LTE positions to be in compliance with GWAAR seconded by Kathy Kucher. Carried by committee
11. Budget update: John Grothjan updated the committee that the budget hearing for 2021 was approved
12. Innovative Coordinated Access and Mobility (ICAM) grant update: John Grothjan made a request for approval for funds to be used to purchase six billboards to advertise and recruit volunteer drivers Mary Alice Lasswell motioned for a onetime payment of not more than \$3,000 to advertise and recruit volunteer drivers Seconded by Iny Emery

13. Discussion on updating the Juneau County Volunteer Escort Driver Handbook: *Discussion to update the Volunteer escort driver handbook was approved, no further discussion. Kathy Kucher motioned the approval seconded by Cynthia Peterson*
14. Cancellation of Christmas Craft Fair due to health precautions: *John Grothjan informed the committee that we will not be hosting our Holiday Craft Fair event this year in precaution of Covid exposure.*
15. Potential items for next meeting: *LTE Positions update, Escort Handbook update, Director Position update, appoint a citizen to serve on the Juneau County ADRC committee.*
16. Set next meeting date: *November 16th at 9:30am*
17. Motion to adjourn: *Jack Jasinski motioned to adjourn at 10:45am seconded by Kathy Kucher*

(If special accommodations are needed please notify the sponsoring committee by calling 847-9448)

ATTENTION: This notice must be posted on the bulletin board in the Courthouse prior to the meeting in order to conform to s.19.83 and 19.84 Wis. Stats.