

Add **LIFE**SM to your Years

Vernon County Unit on Aging

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The Vernon County Unit on Aging & Advisory Committees met on 12-15-2014 at the Sheriff's Office Meeting Room.

Jim Servais called the meeting to order at 1:05 a.m. Additional Unit on Aging Committee Members present included: Adrian Amelse, Mary Bringe, Lorn Geode and Gail Muller. Advisory Committee Members present included Carol Barlow and Karen Mack. Office Staff present included: Pat Peterson, Director, Laura Groom, Nutrition Program Manager; Shaynan Holen, AmeriCorps Member; Kathleen Sullivan, Revitalization Project Manager; Shelley Matson, Elder Benefit Specialist; Kathy Turben, Transportation Program Manager; and Jean Miller, Administrative Assistant/ Information Specialist. Field Staff present included: Wava Edgar, Mickey Austin, Marine Weidenbach, Bill Buch, Lynette Johnson, Virginia Bauer, Diane Jacobson, Maridene Olson, Otto Lowrey, Darlene Ellefson, Stanley Miller and Judy Williams. Volunteers present: Marianne Miller, Jean Johnson, Ralph Barrette and Linda Barrette.

Affirmation of public notice was given.

Review and Approval of previous Meeting: Motion made by Adrian Amelse and seconded by Mary Bringe to accept the Minutes from the 11-17-2014 meeting. Motion passed.

Financial Report: Pat presented the vouchers for November for discussion. Motion by: Gail Muller, seconded by Lorn Geode to approve paying the November vouchers. Motion passed. Pat shared the 2014 financial update and percentage spent in each account for this year.

Programmatic:

Administration- Jean Miller gave her report on what duties her position covers for our department. She shared the number of calls that she answers and directs for services both in and out of department. She asked that for the person who takes over her position to get the same training. Jean is retiring on January 14, 2015. Jean is very concerned that the position be filled by a consistent individual that will have the skills to serve the needs of the seniors and others that need assistance.

Nutrition - Laura shared the November report and answered questions. Laura also shared a report of her job duties and goals including more opportunities to train field staff.

Mini Bus/ Volunteer Driver - Kathy Turben shared the transportation reports for November. Kathy also shared that responding to ride inquiries and scheduling rides is a primary use of her time.

Caregiving- Pat shared some of the benefits that the caregiving program offers to caregivers and also invited any of those in attendance consider becoming facilitators for Living Well with Chronic Conditions and/or Powerful Tools for Caregivers.

Elder Benefit Specialist - Shelley Matson gave the EBS monthly and annual report. She shared that we have been awarded the Helen Bader Grant that makes it possible for her position to be full time in 2015. Shelley shared a report of her job duties and goals. Shelley requested a fax machine for her office. Pat will follow up.

Public Comments: There were no Public Comments.

Volunteer Engagement- Shaynan Holen joined us to report on her program. She shared that she has been updating the Volunteer Driver Hand Book, visiting some Village meetings and doing marketing for the volunteer driver and nutrition programs. She is looking at updating all volunteer job descriptions and site specific procedure manuals.

Revitalization Update- Kathleen has focused on marketing the meal sites. She said that the attendance in some meal sites has increased with 93 new patrons. She has been working to identify and remove barriers for patrons to attend. One of which is the intake forms. She will be getting state approval and the new simplified forms will be used at mealsites soon.

Advocacy- Pat shared that we will need to advocate for the positions that we have to be filled as the County Board has implemented a hiring freeze. Pat shared that we are currently on hold to fill the position that Jean will be leaving when she retires. Pat plans to address this again at the next Personnel Committee this week. The committee recommended that Jean Miller go with and present to the Committee on the need to refill the position a.s.a.p.

Announcements- Jean Miller's Retirement Party will be on January 14, 3-4:30 pm and all are invited to attend!

Our next meeting will be held on January 12, 2015 at 1:30 pm at the Erlandson Building

Adrian Amelse made the Motion to close our meeting and the motion was seconded By Mary Bringe. Motion Passed.

Pat Peterson, Director

Jim Servais, Chairman
