

**SAUK COUNTY BOARD OF SUPERVISORS
AGING & DISABILITY RESOURCE CENTER COMMITTEE
MEETING MINUTES**

Date: Tuesday, July 10, 2012

Time: 8:15 a.m.

Place: Second Floor Conference Room 213, West Square Building, 505 Broadway,
Baraboo, Wisconsin 53913

REGULAR MEETING

ATTENDANCE:

Members Present: Arthur Carlson, Chair, Tommy Lee Bychinski, Ruth Dawson, and Carol Held.

Others Present: Tony Tyczynski, Sauk County Veterans Service Officer, Trish Vandre, Aging & Disability Resource Center of Sauk County Director, Thomas L. Litscher, Aging & Disability Resource Center of Sauk County Mobility & Operations Manager, Lee J. Roundy, Aging & Disability Resource Center of Sauk County Fiscal Accounting Technician, Suzanne Johnson, Aging & Disability Resource Center of Sauk County Volunteer Administrative Assistant.

Absent: Thomas Kriegl

CALL TO ORDER: The Meeting was called to order by A. Carlson at 8:15 a.m. and was certified to be in compliance with the Open Meeting Law.

ADOPT AGENDA: Motion by T. Bychinski to adopt the Agenda, second by R. Dawson. **Motion carried.**

ADOPT MINUTES OF PREVIOUS MEETING: Motion by T. Bychinski to approve the June 11, 2012 Regular Meeting Minutes, as revised below, second by C. Held. **Motion carried.**

COMMUNICATIONS: Dialysis treatment may be available at the new Sauk Prairie Memorial Hospital.

PUBLIC COMMENT: None.

COMMUNICATIONS: A. Carlson presented a letter from the Greater Wisconsin Agency on Aging Resources regarding the approved Sauk County Aging Unit Self-Assessment for Committee discussion. T. Vandre presented information regarding the Merrimac Dining Center for Committee discussion.

VETERANS SERVICE OFFICE BUSINESS ITEMS:

- A. Veterans Service Office Departmental Update and Service Trends: T. Tyczynski distributed and presented the Veterans Service Office departmental update and service trends for Committee discussion. L. Roundy presented the January 1 – July 9, 2012 Veterans Service Office Survey results.
- B. Consider Approval of the Monthly Invoices: Motion by T. Bychinski to approve the May 11, 2012 Monthly Invoices, in the amount of \$463.72, and the June 30, 2012 Monthly Invoices, in the amount of \$935.00, second by R. Dawson. **Motion carried.**
- C. 2013 Budget Process: Veterans Service Office Program Priorities and Goals: L. Roundy presented the draft 2013 Veterans Service Office goals for Committee discussion.

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AGING & DISABILITY RESOURCE CENTER BUSINESS ITEMS:

- A. 2013 Budget Process: Aging & Disability Resource Center Program Priorities and Goals: T. Vandre presented the draft 2013 Aging & Disability Resource Center goals for Committee discussion.
- B. Consider Approval of Writing-Off Invoice Nos. 510, \$2,250.00, and 528, \$319.00, Due to Non-Payment: Motion by T. Bychinski to write-off Invoices Nos. 510, \$2,250.00, and 528, \$319.00, due to non-payment, second by R. Dawson. **Motion carried.**
- C. Consider Approval of Resolution No. 59-12, Authorizing Continuing Authority to Submit Capital Assistance Grants (Section 5310 Grant) to the Wisconsin Department of Transportation, Authorizing Purchase of Two (2) Used, Medium Buses from Care Wisconsin, Inc., and Amending the 2012 Budget: Motion by T. Bychinski to approve Resolution No.59-12, Authorizing the Continuing Authority to Submit Capital Assistance Grants (Section 5310 Grant) to the Wisconsin Department of Transportation, Authorizing the Purchase of Two (2) Used, Medium Buses from Care Wisconsin, Inc., and Amending the 2012 Budget, second by C. Held. **Motion carried.**
- D. Consider Approval of Four (4) Project Positions; 0.48 FTE Program Assistant- Transportation, 0.48 FTE Van Driver, 1.00 FTE Program Assistant- ADRC, 1.00 FTE Program Specialist- Disability/Elder Benefit Specialist: Motion by R. Dawson to approve the four (4) project positions; 0.48 FTE Program Assistant- Transportation, 0.48 FTE Van Driver, 1.00 FTE Program Assistant- ADRC, 1.00 FTE Program Specialists- Disability/Elder Benefit Specialist, second by T. Bychinski. **Motion carried.**
- E. Aging & Disability Resource Center Departmental Update and Service Trends: T. Vandre presented the Aging & Disability Resource Center departmental update and service trends for Committee discussion.
- F. Review Monthly Financial Statements: L. Roundy distributed and presented the monthly financial statements for Committee discussion and entertained any questions.
- G. Consider Approval of Monthly Invoices: Motion by T. Bychinski to approve the June 27, 2012 Monthly Invoices, in the amount of \$100.00, and the June 30, 2012 Monthly Invoices, in the amount of \$41,874.70, second by C. Held. **Motion carried.**

AGING & DISABILITY RESOURCE CENTER ADVISORY COMMITTEE UPDATE: None.

AGING & DISABILITY RESOURCE CENTER OF SOUTHWEST WISCONSIN – NORTH BOARD UPDATE: None.

NEXT MEETING: The next Regular Aging & Disability Resource Center Committee Meeting will be held Wednesday, August 8, 2012 at 8:15 a.m. at the Sauk County West Square Building, 505 Broadway, Baraboo, Wisconsin 53913.

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CONSIDER ADJOURNMENT OF THE AGING & DISABILITY RESOURCE CENTER COMMITTEE: Motion by T. Bychinski to adjourn the Aging & Disability Resource Center Committee at 10:29 a.m., second by R. Dawson. **Motion carried.**

Signed by: C. Held, Secretary