

Sauk County Plan on Aging 2016-2018

DRAFT

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1. Verification of Intent

This plan represents the intent of the county to assure that older people have the opportunity to realize their full potential and to participate in all areas of community life.

On behalf of county, we certify that these organizations have reviewed the plan, and have authorized us to submit this plan which outlines activities to be undertaken on behalf of older people during 2016-2018.

We assure that the activities identified in this plan will be carried out to the best of the ability of the county.

We verify that all information contained in this plan is correct.

Signature, and Title of the Chairperson of the Commission on Aging Date

Signature, and Title of the Authorized County Board Representative Date

2. Executive Summary

The Sauk County Aging Unit within the Aging and Disability Resource Center of Eagle Country – Baraboo/Sauk County strives to assure that older adults in this county have the opportunity to realize their full potential to participate in and have access to all areas of community life.

The Aging Unit's mission is to provide a one stop source of information and assistance for older adults by advocating for and linking them with resources and services that enable them to live as independently as possible. Methods undertaken by the Aging Unit to ensure this mission is met include: advocating for, expanding, coordinating, and implementing programs and services designed to improve and/or maintain the quality of life for persons sixty years of age and older throughout Sauk County.

Our emphasis for the 2016-2018 Aging Plan will be to not only maintain the current programs and services we offer but to also:

- Continue to provide transportation services that meet the ever-changing needs of our constituents to further enhance their independence, safety, and socialization wants and needs
- Improve upon our existing Nutrition Program by reducing costs through cooperation with a new meal provider, creating dining centers in new sites, and forming an actively functioning Nutrition Advisory Board
- Create a Caregiver Coalition that will promote ADRC caregiver programs and benefits and receive training in "Powerful Tools for Caregivers"
- Form networks and partnerships across Sauk County to promote a culture that recognizes the challenges of those with Alzheimer's or Dementia and to create "Dementia Friendly/Capable" communities
- Promote health and wellness by regularly offering evidence-based classes across the county, creating a resource list of all trained facilitators, and working with UW Baraboo/Sauk County and MATC to promote our classes.

Bringing on a new permanent director at the Sauk County office will allow us to fully focus on meeting the needs of our constituents. New eyes bring about a new vision, thus creating a great deal of potential for growth and prosperity at the ADRC/Sauk County Aging Unit. We will continue to strive to exceed local, county, and state expectations as we embrace the changes coming our way over the course of the next three years.

3. Organization and Structure of the County Aging Unit 3-A Mission Statement and Description of the Aging Unit

The ADRC of Eagle Country, Sauk County office is a department of Sauk County government that incorporates three different units specific to the aging and disabled population of Sauk County: the Aging Unit, Transportation Coordination, and the ADRC of Eagle Country – Baraboo office. The Sauk County ADRC is part of the Eagle Country Regional ADRC, made up of Juneau, Crawford, Richland and Sauk Counties.

The mission statement of this department is “to empower and support older adults, adults with disabilities and their families by providing easily accessible quality information and assistance. The Aging and Disability Resource Center of Sauk County will provide services, resources, advocacy, and opportunities to support each individual’s choices for independence and enhanced quality of life.” The ADRC is recognized as the “place” where support, information and assistance is provided to anyone over 18 who is disabled or any adult over the age of 60 in Sauk County.

The ADRC’s governing committee is the ADRC committee consisting of 5 County Supervisors. It meets monthly. At the department level, the ADRC is monitored and advised by two advisory committees: the Transportation Coordinating Committee and the ADRC Advisory Board which also serves as the Commission on Aging. Both of these committees meet quarterly.

Aging and Disability Resource Center of Sauk County

505 Broadway, Room 102

Baraboo, WI 53913

608-355-3289 or 800-482-3710

Office hours: 8:00 a.m.-4:30 p.m., M, W, R, F

8:00 a.m. – 8:00 p.m. Tuesdays

Reedsburg Office Outreach: Wednesday 8:00 a.m. – 12:00 p.m.

Sauk Prairie Outreach: Wednesday, 1:00 p.m. – 4:00 p.m.

Spring Green outreach: to begin October, 2015. Thursday 9:00--noon

Susan Blodgett, Director

Aging and Disability Resource Center

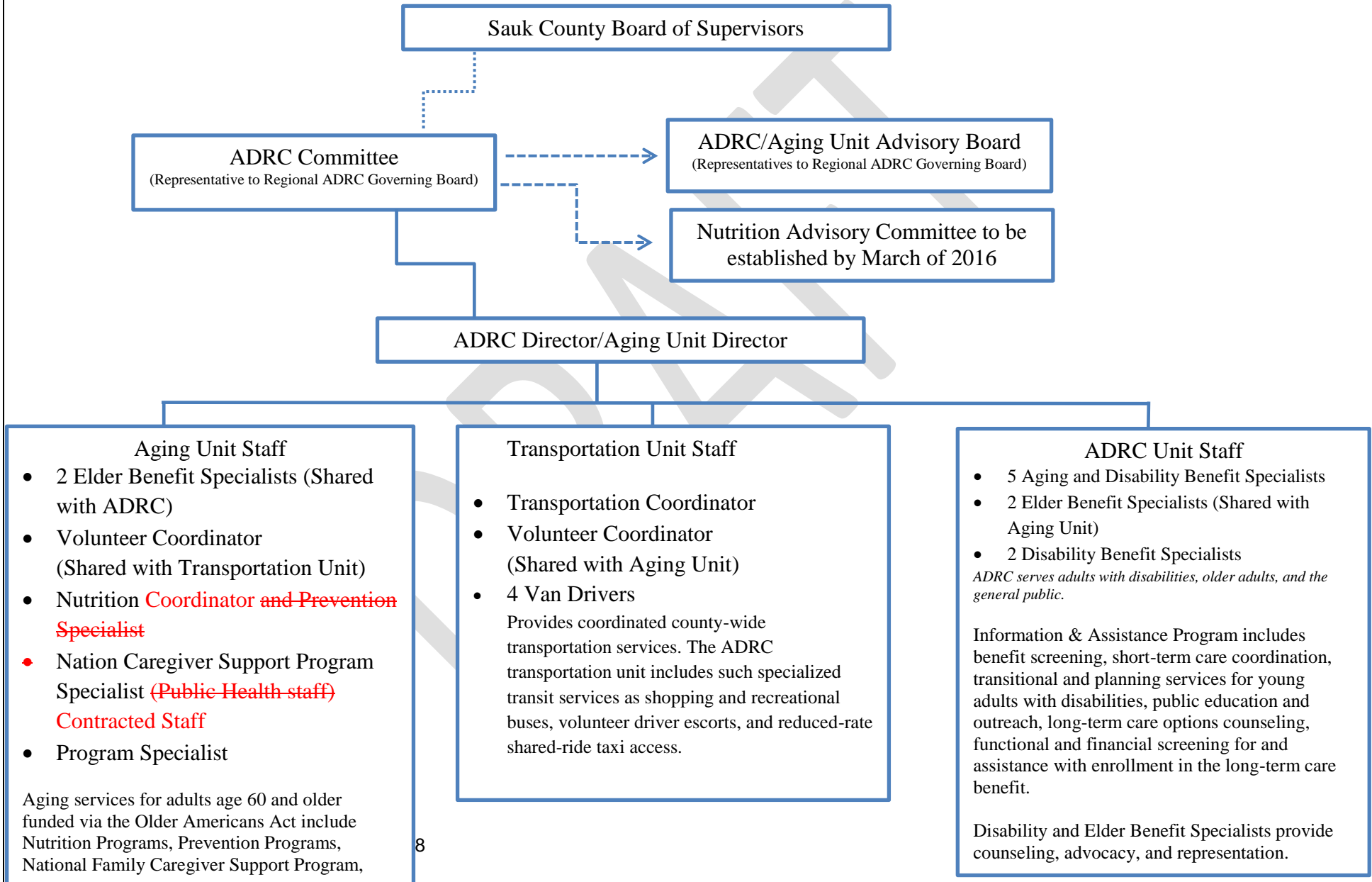
505 Broadway

Baraboo, WI 53913

608-355-4450

sblodgett@co.sauk.wi.us

3. Organization and Structure of the County Aging Unit 3-B Organizational Chart of the Aging Unit



3. Organization and Structure of the County Aging Unit 3-C Aging Unit Coordination With ADRCs

The Aging Unit of Sauk County has been fully integrated with the Aging and Disability Resource Center of Eagle Country, Baraboo office since 2008, where the department has functioned as a combined Aging/ADRC. Our mission statement reflects the premise by which we operate. The mission of the ADRC within Sauk County is “to empower and support older adults, adults with disabilities and their families by providing easily accessible quality information and assistance. The Aging and Disability Resource Center of Sauk County will provide services, resources, advocacy, and opportunities to support each individual’s choices for independence and enhanced quality of life.”

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**3. Organization and Structure of the County Aging Unit
3-D Statutory Requirements for the Structure of the Aging Unit**

Chapter 46.82 of the Wisconsin Statutes sets certain legal requirements for aging units.

Organization: The law permits one of three options. Which of the following permissible options has the county chosen?	Check One
1. An agency of county/tribal government with the primary purpose of administering programs for older individuals of the county/tribe.	
2. A unit, within a county/tribal department with the primary purpose of administering programs for older individuals of the county/tribe.	X
3. A private nonprofit corporation, as defined in s. 181.0103 (17).	
Organization of the Commission on Aging: The law permits one of three options. Which of the following permissible options has the county chosen?	Check One
1. For an aging unit that is described in (1) or (2) above, organized as a committee of the county board of supervisors/tribal council, composed of supervisors and, advised by an advisory committee, appointed by the county board/tribal council. Older individuals shall constitute at least 50% of the membership of the advisory committee and individuals who are elected to any office may not constitute 50% or more of the membership of the advisory committee.	X
2. For an aging unit that is described in (1) or (2) above, composed of individuals of recognized ability and demonstrated interest in services for older individuals. Older individuals shall constitute at least 50% of the membership of this commission and individuals who are elected to any office may not constitute 50% or more of the membership of this commission.	
3. For an aging unit that is described in (3) above, the board of directors of the private, nonprofit corporation. Older individuals shall constitute at least 50% of the membership of this commission and individuals who are elected to any office may not constitute 50% or more of the membership of this commission.	
Full-Time Aging Director: The law requires that the aging unit have a full-time director as described below. Does the county have a full-time aging director as required by law?	Yes

**3. Organization and Structure of the County Aging Unit
3-E Membership of the Policy-Making Body**

Chapter 46.82 of the Wisconsin Statutes sets certain legal requirements for aging units.

“Members of a county/tribal commission on aging shall serve for terms of 3 years, so arranged that, as nearly as practicable, the terms of one-third of the members shall expire each year, and no member may serve more than 2 consecutive 3-year terms.” In the case of county board/tribal council members, the requirement is 3 consecutive 2-year terms.

Official Name of the County Aging Unit’s Policy-Making Body (list below)

Aging and Disability Resource Center Committee (ADRC Committee)

Name	Age 60 and Older	Elected Official	Year First Term Began
Chairperson: David Riek	X	X	2014
Tut Gramling, Vice-Chairperson	X	X	2014
Thomas Kriegl, Secretary	X	X	2012
Carol Held	X	X	2012
David Moore		X	2014
David Riek, Chairperson	X	X	2014

**3. Organization and Structure of the County Aging Unit
3-F Membership of the Advisory Committee**

If the aging unit has an advisory committee, listed below are the members of the advisory committee.

Chapter 46.82 of the Wisconsin Statutes requires that the membership of the aging advisory committee (where applicable) must consist of at least 50% older people, and individuals who are elected to office may not constitute 50% or more of the membership.

Official Name of the County Aging Unit's Advisory Committee (list below)

Name	Age 60 and Older	Elected Official	Year First Term Began
Chairperson: David Moore		X	2014
Tut Gramling		X	2014
Janice Brown	X		2014
Dwayne Cheers			2012
Walt Darling	X		2014
Vern DeMers	X		2014
Judy Ellington	X		2012
Klepper, Eileen	X		2015

3. Organization and Structure of the County Aging Unit 3-G Staff of the Aging Unit

Listed below are the people employed by the Sauk County Aging Unit.

<p>Name: Susan Blodgett Title: ADRC Director, 1 FTE Telephone Number/Email Address: 608-355-4450 / sblodgett@co.sauk.wi.us</p>
<p>Brief Description of Duties: Responsible for administration of all Sauk County Aging and Disability Programs</p>
<p>Name: Cathy Bindl Job Title: Volunteer Coordinator, 1 FTE Telephone Number/Email Address: 608-355-3289, ext 3333 / cbindl@co.sauk.wi.us</p>
<p>Brief Description of Duties: Coordinates ADRC volunteer programs; edits/designs <i>AddLIFE Today!</i> bi-monthly news magazine; coordinates agency emergency preparedness programs and services; serves as backup receptionist</p>
<p>Name: Julie Hyser Title: Transportation Coordinator, 1 FTE Telephone Number/Email Address: 608-355-3278 / jhyser@co.sauk.wi.us</p>
<p>Brief Description of Duties: Manages ADRC transportation programs, accepts service requests, arranges travel for passengers; coordinates county-wide transportation needs and resources; billing of Family Care for transportation and home delivered meals</p>
<p>Name: Linda Champagne Title: Program Specialist, 1 FTE Telephone Number/Email Address: 608-355-3289, ext. 3331 / lchampagne@co.sauk.wi.us</p>
<p>Brief Description of Duties: Acts as receptionist; provides data entry support for EBS and Nutrition programs; develops resource guides and other materials; manages ADRC website; Accounts Payable; pays invoices; sorts and distributes mail; supports ADRC Board and Committee meetings (prepares agendas and other meeting materials and data, takes and prepares minutes for distribution); organizes and supplies learning library materials and supports volunteers; orders supplies and materials for office; coordinate AARP Tax Preparation Season; manage Helping Hand at Home program; manage Tele-Assure program</p>
<p>Name: Jim Pritzkow Title: Aging and Disability Specialist, 1 FTE Telephone Number/Email Address: 608-355-3289, ext 3337 / jpritzkow@co.sauk.wi.us</p>
<p>Brief Description of Duties: Provides information, assistance, options counseling, and process enrollment into publicly funded long-term care programs to consumers. Speaks at public and professional occasions to promote ADRC services.</p>
<p>Name: Rachel Heinzman Title: Aging and Disability Specialist, 1 FTE Telephone Number/Email Address: 608-355-3289, ext. 3342 / rheinzman@co.sauk.wi.us</p>
<p>Provides information, assistance, options counseling, and process enrollment into publicly funded long-term care programs to consumers. Speaks at public and professional occasions to promote ADRC services.</p>
<p>Name: Lisa Karau Title: Aging and Disability Specialist Telephone Number/Email Address: 608-355-3289, ext. 3335 / lkarau@co.sauk.wi.us</p>

Brief Description of Duties:

Provides information, assistance, options counseling, and process enrollment into publicly funded long-term care programs to consumers. Speaks at public and professional occasions to promote ADRC services.

Name: Julie Mayer

Title: Aging and Disability Specialist, 1 FTE

Telephone Number/Email Address: 608-355-3289, ext. 3350 / jmayer@co.sauk.wi.us

Brief Description of Duties:

Provides information, assistance, options counseling, and process enrollment into publicly funded long-term care programs to consumers. Speaks at public and professional occasions to promote ADRC services.

Name: Megan Fecht

Title: Aging and Disability Specialist, 1 FTE

Telephone Number/Email Address: 608-355-3289, ext. 3328 / mfecht@co.sauk.wi.us

Brief Description of Duties:

Provides information, assistance, options counseling, and process enrollment into publicly funded long-term care programs to consumers. Speaks at public and professional occasions to promote ADRC services.

Name: Mindy Shrader

Title: Elder Benefit Specialist

Telephone Number/Email Address: 608/524-7932 / mshrader@co.sauk.wi.us

Brief Description of Duties:

Advocates for elderly clients; assists in benefit applications, represents clients in administrative appeal proceedings; provides outreach in various communities; facilitates Turning 65 Workshop as well as other workshops geared toward retirement-aged individuals

Name: Pam Burdick

Title: Elder Benefit Specialist

Telephone Number/Email Address: 608-355-3289, ext. 3340 / pburdick@co.sauk.wi.us

Brief Description of Duties:

Advocates for elderly clients; assists in benefit applications, represents clients in administrative appeal proceedings; ; provides outreach in various communities; facilitates Turning 65 Workshop as well as other workshops geared toward retirement-aged individuals

Name: Quinn Hause

Title: Disability Benefit

Telephone Number/Email Address: 608-355-3289, ext. 3338 /qhause@co.sauk.wi.us

Brief Description of Duties:

Advocates for consumers with disabilities; assists in benefit applications; represents clients in administrative appeal proceedings

Name: Holly Schafer

Title: Disability Benefit Specialist

Telephone Number/Email Address: 608-355-3289, ext. 7974 / hschafer@co.sauk.wi.us

Brief Description of Duties:

Advocates for consumers with disabilities; assists in benefit applications; represents clients in administrative appeal proceedings

Name: Laura Geick

Title: Nutrition and Prevention Program Specialist **Coordinator**

Telephone Number/Email Address: 608-355-3289, ext. 3343

Brief Description of Duties:

Coordinates congregate dining program; coordinates home delivered meals program

Name: ~~Cassidy Walsh (Health Department)~~

Title: ~~Family Caregiver Coordinator, 25%~~

Telephone Number/Email Address: ~~608-355-3290 / cwalsh@co.sauk.wi.us~~

Brief Description of Duties:

Coordinates the National Family Caregiver Support program

Name: Gary Fish

Title: Staff Driver, P/T

Telephone Number/Email Address: 608-355-3289

Brief Description of Duties

Drive county-owned vehicles providing specialized transportation services. Provide clerical support as needed.

Name: Bill Tobias

Title: Staff Driver, P/T

Telephone Number/Email Address: 608-355-3289

Brief Description of Duties

Drive county-owned vehicles providing specialized transportation services. Provide clerical support as needed.

Name: Tom Hemberger

Title: Staff Driver, P/T

Telephone Number/Email Address: 608-355-3289

Brief Description of Duties

Drive county-owned vehicles providing specialized transportation services. Provide clerical support as needed.

Name: Jennifer Kamrowski

Title: Staff Driver, P/T

Telephone Number/Email Address: 608-355-3289

Brief Description of Duties

Drive county-owned vehicles providing specialized transportation services. Provide clerical support as needed.

Name: ~~Katie Royster (Health Department)~~—The ADRC will utilize the Health Care Center's RD

Title: ~~Dietician~~

Telephone Number/Email Address: ~~608-355-3290, ext 4310 / kroyster@co.sauk.wi.us~~

Brief Description of Duties

Evaluate congregate and home delivered meal menus for nutritional integrity.

Name: ~~Jodi Bruni (Health Department)~~—The ADRC will contract out for a support group facilitator

Title: ~~RN, Caregiver Support Group Facilitator~~

Telephone Number/Email Address: ~~608-355-3290~~

Brief Description of Duties

Facilitates meetings of caregiver support group

4. Context

Sauk County Wisconsin is located in Southwest Wisconsin. Primarily rural, its largest community is Baraboo, (approximately 12,000 population) which is also the County Seat.

Current and Future older Persons--The Big Picture: The U.S. Census Bureau estimates Sauk County's population to be approximately 63,162 adults over age 18. Of those, 22.8% (14,421) are over the age of 60. As the "Baby Boomer" generation continues to age, it is anticipated that this population percentage will increase over the course of the next three years. The percentage of male and female residents reflects that of those 60 and over, 45.6% are male and 54.4% are female.

Sauk County: Population Age 60 and Over, 2013

	Total	% of Total	Male	% of Total	Female	% of Total
Total All Ages	63,162		31,390		31,772	
60 to 64 years	4,055	6.4%	2,024	6.4%	2,031	6.4%
65 to 69 years	3,313	5.2%	1,575	5.0%	1,738	5.5%
70 to 74 years	2,373	3.8%	1,139	3.6%	1,234	3.9%
75 to 79 years	1,742	2.8%	804	2.6%	938	3.0%
80 to 84 years	1,313	2.1%	508	1.6%	805	2.5%
85 years and over	1,625	2.6%	516	1.6%	1,109	3.5%
Total Age 60 and over	14,421	22.8%	6,566	20.9%	7,855	24.7%

Prepared by the Applied Population Laboratory, UW-Madison/Extension; Source: U.S. Census Bureau, Population Estimates Program, 2014

Elder Living Arrangements in Sauk County: Of the 25,000+ households in Sauk County, roughly 34% (8816) house those 60 and older. As the ADRC strives to help our customers age in place, we anticipate the need for continuous improvement in our outreach and promotional endeavors. Our Aging Unit Goals reflect our drive to reach constituents across the county.

Demographic Population Of Homes With People 60 Year Olds And Over

(<https://suburbanstats.org/population/wisconsin/how-many-people-live-in-sauk-county>)

Households In Sauk County Containing People Over 60	
Total Population:	25,192
Population of homes with one or more people 60 years and over:	8,816
1-person household:	3,437
2-or-more-person household:	5,379
Family households:	5,095
Nonfamily households:	284
Population of homes with no people 60 years and over:	16,376
1-person household:	3,450
2-or-more-person household:	12,926
Family homes:	11,539
Nonfamily homes:	1,387

Poverty in Sauk County: Sauk County is one of the ten fastest growing counties in Wisconsin, ranking Sauk County 7th in growth among Wisconsin's 72 counties. While our economy is strong and the county continues to grow, poverty levels among seniors continue to hold steady at a steady rate of 7.7% among those 60 and older in Sauk County. The table on the next page provides a snapshot of poverty rates throughout Sauk County. The Aging Unit is keenly aware of the need for support services in the most rural areas of the county, and we continue to make strides toward addressing those needs. Specifically, the Aging Unit has made a commitment to providing Home Delivered Meals, either frozen or fresh, to every qualified individual across the county. In addition, we continue to provide outreach to outlying communities, offer transportation services to those who are in need, and strive to make our presence felt across the county.

The ADRC is currently working to establish a different congregate site in Reedsburg and a new site in Lake Delton; two of the more populated areas with low income elderly.

Poverty Status by Age, ACS 2009-2013 5-year estimates	Total Population All Ages	Population Age 60 and Over		
		Total Age 60+	In Poverty	
			Number	Rate
Municipalities in Sauk County				
Sauk County	61,473	13,180	1,014	7.7%
Baraboo city	11,658	2,447	193	7.9%
Dellona town	1,479	417	24	5.8%
Delton town	2,460	495	44	8.9%
Excelsior town	1,448	483	19	3.9%
Fairfield town	895	178	9	5.1%
Franklin town	722	125	6	4.8%
Freedom town	386	97	13	13.4%
Ironton village	299	27	1	3.7%
Ironton town	576	139	5	3.6%
Lake Delton village	2,866	915	126	13.8%
La Valle village	312	79	7	8.9%
Lime Ridge village	230	47	12	25.5%
Loganville village	275	59	5	8.5%
Merrimac village	470	101	9	8.9%
Merrimac town	816	288	6	2.1%
North Freedom village	636	111	4	3.6%
Plain village	856	196	13	6.6%
Prairie du Sac village	4,082	769	27	3.5%
Reedsburg city	9,249	1,679	214	12.7%
Reedsburg town	1,208	346	33	9.5%
Sauk City village	3,326	657	46	7.0%
Spring Green village	1,531	336	37	11.0%
Spring Green town	1,494	374	31	8.3%
Sumpter town	1,466	175	21	12.0%
Troy town	794	141	9	6.4%
Washington town	909	176	21	11.9%
West Baraboo village	1,563	229	6	2.6%
Westfield town	652	143	21	14.7%
Winfield town	877	169	11	6.5%
Woodland town	1,167	198	17	8.6%
Prepared by the Applied Population Laboratory, UW- Madison/Extension Source: 2009-2013 American Community Survey 5-year estimates				

What do our constituents want/?

Through our listening sessions across Sauk County, the Aging Unit discovered several key areas of concern among the 60+ populations:

Transportation Services: Sauk County's rural communities are not interconnected by any means of transit. As our population continues to age and older adults are no longer willing or able to drive, they run the risk of becoming increasingly isolated and potentially homebound.

Our constituents want transportation that

- a. is local
- b. is affordable
- c. is readily available
- d. is flexible and allows them maximum independence and mobility

Currently, Spring Green has no local cab service which poses considerable transportation concerns for village residents.

Nutritional Independence: Residents of Sauk County appreciate having access to food sources around the county. In discussing the current congregate and home-delivered meal programs available in the county, we have arrived at a number of concerns:

- a. one of the current congregate meal sites is not inviting to the customers meant to use them
- b. the pervasive image of meal sites is that they are "for old people"
- c. past rates of home delivered meals rejections/denials have created a reputation for inaccessibility in rural locations (communities that are "outside" existing delivery areas)
- d. pricing structures for meals is cost-prohibitive for those who don't qualify for congregate dining participation

Caregiver Support:

Sauk County receives grant funds that offer residents who apply scholarship funds for respite services. We only receive enough funding for 20 \$470 scholarships. Sauk County would benefit from additional funds.

Insufficient funding and a growing need for services across the ADRC spectrum continue to create challenges for meeting the needs of our elder customers. In addition, due to the size of the county and number of people living rurally in isolation, we must continue our efforts to find Sauk County's elders who are most in need of our services.

How is the aging network and long-term care system organized to support older persons in the county?

Sauk County's Aging Unit serves as a hub that connects the aging network and long-term care systems throughout the county. Through our services, we create connections among agencies to ensure that county residents' needs are addressed. The Aging Unit, the ADRC, and the Transportation Unit work to deliver a seamless system to those utilizing services. ADRC I&A specialists are the first contact a client has with the agency. All of Sauk County's I&A specialists are licensed social workers who have

expertise in working with the elderly and fleshing out the programs that will meet the client's need.

What is the role of the aging unit in long-term care?

The aging unit's organization provides supports and services to the long-term care system. These services include but are not limited to congregate dining, home delivered meals, volunteer escort drivers, and caregiver support. Further, it provides advocacy, through our Elder Benefit Specialists.

What is the role of the aging unit in the ADRC (if applicable)?

The aging unit works hand-in-hand with the ADRC to provide seamless services and support to county residents.

What are the critical issues/trends? What are the future implications?

Critical issues continue to be identifying and serving the Older Person. Since being a senior can encompass nearly 50 years, the needs of an 88 year old will be much different from those of a 62 year old. The 88 year old who is home bound is often reluctant to request help, thinking it is a sign of weakness. During the ADRC's listening sessions, it came to light that many "younger" seniors believe the congregate dining sites are for "old people." As a result, it is reasonable to hypothesize that dining sites may not repopulate when they lose participants, while the demand for home delivered meals will continue to increase.

What are the challenges?

Challenges with programming is always too little money and too much need. The ADRC office in Sauk County has cut 6 office positions in the past two years, stretching current staff very thin.

What are the resources and partnerships currently in place?

The ADRC works with a number of agencies within the county to ensure that our constituents receive services.

Within Sauk County Government: We work closely with Sauk County Public Health. A dietician from PH reviews our dining center/home-delivered-meals menus to ensure that the dietary guidelines set forth by the USDA are being met. The dietician also visits the dining center sites to monitor food service temperature. The National Family Caregiver programs, both the scholarship program and caregiver support group, are facilitated by PH staff as well. The ADRC relies upon the Economic Support area of the Department of Human Services to assist our mutual customers in applying for and meeting the qualifications for Family Care, MA, Foodshare, and managed service provider assistance. We also work closely with the Department of Human Services Adult Protective Services unit, each making necessary referrals to the other in order to make sure that those most in need of assistance can gain access to existing programs. In 2016, the ADRC will cancel its meal contract with Feil's Catering and partner with the Sauk County Health Care Center to provide meals. We also work with Sauk County Emergency Management to provide workshops for area care providers and programming for elder safety.

Around Sauk County: The Aging Unit/ADRC has worked diligently to cultivate connections across the county that support the needs of our elders. Through an alliance with the Alzheimer's and Dementia Alliance, we have been able to offer training to caregivers and community members on patient safety, caregiving, and respite. We recently offered a workshop on the power of music in working to connect with those with dementia-related issues. We work with the Partners in Healthy Aging group as a means to network what we are doing and to find out what others in the community are seeing and hearing from constituents on the needs of those aging in the community. A number of agencies serve as contributors and sponsors of our Add-Life Today newsmagazine, among those are BrightStar, Oak Park Place, Sauk County Home Care, UW-Baraboo/Sauk County, Our House, and Reedsburg Area Medical Center. We also offer classes in Safe Driving and free tax preparation services through AARP.

Each of our I&A social workers works with assigned area across the county to serve as a direct line of contact between the Aging Unit and the communities. The social workers have become a presence at area nursing homes, senior centers, and senior housing complexes. This effort has streamlined the process for more of our customers to meet us and learn about our services. We have also begun educating nursing home staff about our services so that they can provide more resources to their residents.

The ADRC recognizes that not everyone in Sauk County can make the trip to Baraboo for assistance, or come between the hours of 8-4:30. Thus, the ADRC staff remain in the Baraboo office until 8:00 on Tuesday evenings. Also, staff are housed in locations throughout the county. The Sauk County building in Reedsburg is utilized for EBS, DBS & I & A staff to meet with clients. The ADRC partners with the Good Neighbor Clinic in the Sauk Prairie community. The Clinic provides office space to ADRC staff and the ADRC shares resources and assists with their patients as necessary. Beginning in October, ADRC staff will be housed a morning a week at the Spring Green Dining Center.

Staff partner with Sauk Prairie Hospital, Reedsburg Area Medical Center, and St. Claire Hospital in Baraboo to do Medicare Part D clinics, a "Turning 65 Workshop, and health fairs, such as the Ho Chunk Wellness Fair, McDonald's Senior Day, and the ElderSpan Wellness Fair. Staff work closely with home health and hospice agencies to help with long term care.

Each of our I&A social workers works with assigned area (city/village/town) across the county to serve as a direct line of contact between the Aging Unit and the communities. The social workers have become a presence at area nursing homes, senior centers, and senior housing complexes. This effort has streamlined the process for more of our customers to meet us and learn about our services. We have also begun educating nursing home staff about our services so that they can provide more resources to their residents.

Staff do outreach with local nursing homes, churches, and local civic groups such as the Kiwanis and Optimist Clubs, the Sauk Prairie Community Club and others.

The ADRC has begun a partnership with the Village of Lake Delton and will have a presence in their new Senior Center opening in late Fall.

5. Public Involvement in the Development of the County Aging Plan

The ADRC of Sauk County held public listening sessions across Sauk County in the towns of Spring Green, Baraboo, Reedsburg, and Sauk Prairie. Press releases were sent to radio, television, and print media in and around all four communities. Additionally, information about these listening sessions was presented in our *AddLife Today* news magazine which has a subscription list of 6000+ readers. These listening sessions were facilitated by Director Susan Blodgett.

Dates and Locations

- Thursday, July 30 at 5:30 - Baraboo county Board Room, 2 attendees
- Monday, August 10 at 1:00 at Spring Green Dining Center, 13 attendees
- Monday, August 10 at 6:00 at Sauk City Public Library, 0 attendees
- Tuesday, August 11 at 6:00 at Reedsburg Library, 3 attendees
- Another listening session was conducted at the Golden K meeting on Thursday, July 30 at 11:30. It was attended by 24 members. Golden K is the Older Kiwanis group

2015 Listening Session Survey Questions/Responses.

1. What are the important issues facing people age 60 and older in your community?
 - a. Transportation issues monopolized the conversation in all of the listening sessions. Participants want to be able to be spontaneous in their decisions to get from one place to another; they do not like waiting for pickups. Spring Green residents need help getting to and from the dining site.
 - b. Living on limited funds. Participants shared that pride keeps many from asking for help, and often they cannot afford needed services.
2. What makes Sauk County a good place for people age to and older to live?
 - a. Perhaps because of the recent budget issue participants are aware of the services the ADRC offers. The greatest number of responses was that the ADRC is very helpful.
 - b. Several responses consisted of the person being able to own and live in their own home.
 - c. One respondent said the foot clinic in Spring Green makes the county a good place to live.
3. What would make Sauk County a better place to live for those ages 60+?
 - a. Many in the Spring Green area feel that the County ignores them and would like more County meetings in the Spring Green area.
 - b. Respondents talked about more affordable transportation services.

4. If you are a caregiver, what supports could you use?
 - a. Respite funds are appreciated, and would like to see more receive the funds.
 - b. Access to safe, affordable respite services, such as an adult day care was requested.
 - c. Hold more support classes or workshops for caregivers

5. If you have a concern such as living with a chronic illness or fear of falling, what services would be of help to you?
 - a. The majority of respondents mentioned finding ways to adapt. When asked if classes were helpful such as strong woman or matter of balance, respondents replied that it was hard to find classes in their community.
 - b. Respondents said that Classes aren't reaching people.

6. Do you attend any of the Elder Nutrition Dining sites? Why/Why not?
 - a. Respondents who replied "yes" said it was to be with people, and the food was good.
 - b. Respondents who replied "no" had a variety of reasons:
 - I'm a picky eater
 - I prefer to be alone and feel uncomfortable with new people
 - I have to be careful with what I eat
 - I've tried it once, don't want to go back
 - I have to consider the fat content of the food in meals
 - I would go if held at a different location (Reedsburg)
 - I feel uncomfortable because the other diners make them uncomfortable (Reedsburg)

7. Do you know about our home delivered Meal Program?
 - a. All respondents replied yes
 - b. One respondent said they made too much money to qualify for it (the program was fully explained at this point)

8. What services or opportunities do you wish were available to Sauk County residents age 60+
 - a. The greatest number of respondents mentioned the need for better transportation; many don't like to use cabs because the driver doesn't help the passenger or because of the long waits.
 - b. One respondent wants a Stepping On class offered in Spring Green
 - c. Other respondents mentioned: Education and enrichment opportunities, self study opportunities, and phone and internet repair services that are available on holidays.

9. What are your thoughts on county nutrition and caregiver programs being located in Sauk County Health Department?
 - a. None of the respondents objected; Representative Considine who attended the Baraboo public hearing said he had “no objections. From what I hear, I feel people would get better service if it was operated by the ADRC.
 - b. Many respondents asked if the ADRC would have more control of the menus: many requested less chicken.

10. Other comments?
 - a. Spend more money on transportation options.
 - b. An intergenerational dining site would be nice
 - c. Serve lunch at the schools during the summer
 - d. Consider having smoking cessation classes

The ADRC Committee, at its August 13 meeting, and the ADRC Advisory Committee reviewed the Goals submitted in the plan. The full plan will be reviewed at the ADRC Committee meeting on September 10, and a public hearing will be set in late September for community review.

6. Goals for the Plan Period

➤ Involvement of Older People in Aging Related Program Development and Planning

2016 GOAL: In order to identify consumer transportation wants and needs the ADRC will conduct 4 focus groups throughout the county by June 30, 2016.

2016 GOAL: In order to identify consumer nutrition wants and needs, the ADRC will create a Nutrition Advisory Board representing constituents across the county by April 1, 2016.

2016 GOAL: In order to empower consumers to be independent in selecting their Medicare Part D plans, the ADRC will conduct 6 Medicare Part D Navigation seminars by October 15, 2016.

2017 GOAL: In order to empower consumers to be independent in selecting their Medicare Part D plans, the ADRC will increase participation by 10% in the Medicare Part D Navigation seminars by October 15, 2017.

2017 GOAL: In order to continue meeting the nutritional wants and needs of Sauk County congregate and home delivered meals customers, the ADRC Nutrition Advisory Board will conduct four focus groups across Sauk County by July 1, 2017

2018 GOAL: The Nutrition Advisory Board will plan and create an intergenerational dining center for the summer at one of Sauk County's dining sites with plans in place by November 1, 2018.

Objectives

1. The Nutrition Advisory Board will choose one community by January 30 to develop an intergenerational dining center.
2. Members of the Nutrition Advisory Board will identify responsibilities to accomplish the GOAL by January 30.
3. The intergenerational dining center will open the week after school gets out for the year.

➤ The Elder Nutrition Program

2016 GOAL: In order to reduce the cost per meal served to the client in 2016, the ADRC will contract with the Sauk County Health Care Center for the preparation of our elder nutrition program meals effective January 1, 2016.

Objectives:

1. On January 1, the elder nutrition program will begin providing meals to Sauk County residents prepared by the County Health Care Center.

2. Staff will prepare the GWAAR meal cost analysis by April 15, 2016.

2017 GOAL: In order to provide home-bound clients with nutritional awareness, the ADRC will conduct Registered Dietician nutritional counseling sessions to 12 home-delivered meal clients by 12/31/17.

Objectives:

1. Market the program to physicians and nurse practitioners within Sauk County by 1/31/17.
2. ADRC staff will introduce program to the client at functional screening assessments throughout 2017.

2018 GOAL: In order to provide nutritional and social outreach to our clients, the ADRC Nutrition Advisory Council will plan and provide an intergenerational holiday meal at one of the dining centers by December 31, 2018.

Objectives:

1. The Nutritional Advisory Committee will contact a local elementary school by 9/30/18 to begin arrangements for children to be brought to the dining center.
2. The Nutrition Advisory Committee will plan the holiday dinner, with plans concluded by 11/15/18

➤ **Services in Support of Caregivers**

2016 GOAL: In order to increase services available for caregivers in Sauk County, the ADRC will establish a Caregiver Coalition to serve in an advisory capacity for our caregiver programs by 11/1/2016.

Objective: Identify and recruit a 6 member coalition comprised of: 2 home health care providers that provide respite care, 3 caregivers, and one at large member by 11/1/2016

2017 GOAL: In order to promote the diverse needs of caregivers across Sauk County, the ADRC will host a Caregiver Day before October 31, 2017

Objective: Members of the Caregiver Coalition established in 2016 will develop plans for the Caregiver Day.

Objective: Staff and Caregiver Coalition members will identify and recruit Sponsors for the Caregiver Day by 8/1/17

2018 GOAL: In order to provide training and support to Sauk County caregivers, two members of the Caregiver Coalition will be trained to teach “Powerful Tools for Caregivers” by 12/31/18.

Objective: Identify by 3/1/18 two or more members of the coalition to sponsor for training as instructors of “Powerful Tools for Caregivers”.

Objective: By 12/31/18 two or more members of the Caregiver Coalition will be trained to teach “Powerful tools for Caregivers.”

➤ **Services to People with Dementia**

2016-2018 GOAL: Over the next three years, the ADRC of Eagle Country, Baraboo, in conjunction with the other ADRC directors in the Eagle Country region, will create a culture where our communities are dementia friendly with dementia capable staff throughout to improve the quality of life for people with dementia, their caregivers, families and friends. The approach to engaging the community will be a grass roots initiative with multiple facets and benefits to our communities, older people and ADRC/Aging Offices. Since the Baraboo Director is new to the area, it is important that she begin to make connections and build relationships within the community.

2016 GOAL: In order to provide customers with dementia-friendly resources, the ADRC will partner with the Wisconsin Alzheimer's Institute to create a map/directory of established agencies that support and provide expertise in dementia within Sauk County by December 31, 2016.

2016 GOAL: In order to promote the Dementia Friendly movement across Sauk County communities, the ADRC director will attend at least one training on the relational model of community organizing provided by representatives of either/or/both Southwest Partners and Wisconsin Leadership Association by December 31, 2016.

2016 GOAL: In order to achieve dementia capable/friendly status, 25% of ADRC staff will attend trainings toward dementia awareness by December 31, 2016.

2016 Objectives

1. With the assistance of the Wisconsin Alzheimer's Institute, a map of established agencies that support and provide expertise in dementia within ADRC of Eagle Country will be created with their service areas, contact information, services, supports offered (i.e. Alzheimer's and Dementia Alliance of Wisconsin, Wisconsin Alzheimer's Institute, etc.) by January 2016.
2. Office Managers/Directors will attend at least two trainings on the relational model of community organizing provided by representatives of either/or/both Southwest Partners and Wisconsin Leadership Association by February 2016.
3. With the support of Wisconsin Alzheimer's Institute, ADRC/ Aging staff in each office will attend trainings that meet the expectation of dementia capable and friendly, awarding each office with a purple angel by March 2016.
4. Office Managers/Directors will identify potential leaders in their communities and have a one on one conversation once a month throughout 2016.
5. Office Managers/Directors will train ADRC/Aging staff on this model of community organizing with an outcome of staff developing the art of identifying leaders through one on one conversations by May of 2016.

2017 GOAL: In order to continue efforts toward developing dementia capable/friendly communities, the ADRC will identify 6 to 8 community leaders who will serve as Core Team members who work together to promote dementia friendly communities. This will be in place by January 30, 2017.

2017 GOAL: : In order to promote the Dementia Friendly movement across Sauk County communities, the Core Team will attend at least two trainings on the relational model of community organizing provided by representatives of either/or/both Southwest Partners and Wisconsin Leadership Association by February 2017.

2017 GOAL: In order to promote dementia friendly/capable communities, the Core Team will choose its first action project by March 2017.

2017 Objectives

1. A broad base Core Team of 6 to 8 community leaders have been identified in each county and will meet by December 31, 2017.
Note: As described in the GOAL a focus community (village) will be identified to start a project.
2. The Core Teams will be trained in the relational model of community organizing to deepen and broaden their base of community involvement by December 31, 2017.
3. The Core Teams will discuss and choose their first action: Possible actions are: Purple Angel, training law enforcements or starting a Memory Café by December 31, 2017.

2018 GOAL: In order to promote dementia friendly/capable communities, the core Team will choose its second action project by December 31, 2018.

2018 Objectives:

1. The Core Team developed in 2017 will choose their second action to begin work on: Purple Angel, training law enforcement, or beginning a Memory Café in another community in Sauk County by February 2018.

➤ **Healthy Aging**

2016 GOAL: In order to maximize access to evidence-based classes across Sauk County, the ADRC, in cooperation with WIHA, will create a detailed directory of all trained facilitators and the classes they conduct in Sauk County by June 30, 2016.

Broad GOAL: In 2016 Healthy Aging staff will convene a committee of all Sauk County Providers of Evidence Based Classes and compile a listing of all classes offered throughout the County.

Objectives:

1. Community partners and members providing evidence based classes will be invited to a committee meeting by 3/31/16
2. A detailed listing of all evidence based classes and instructors throughout the county will be compiled by June 30, 2016.

2017 GOAL: In order to meet the healthy aging needs of Sauk County residents, the ADRC, along with other county and community partners will offer 6 evidence-based classes throughout the county in December 31, 2017.

Objectives:

1. Offer non duplicative classes throughout the County in 2017.
2. Sauk county presenters will partner with other providers to instruct 3 of the evidence based classes in 2017.

2018 GOAL: In order to expand our outreach potential, the ADRC will market evidence based classes via the University of WI, Baraboo/Sauk County semester mailers and MATC semester mailers by 3/30/2018.

Objectives:

1. Contact MATC and University of WI, Baraboo/Sauk County by 3/30/18 for inclusion in their 2018 fall and 2019 spring semester guides.
2. Provide one evidence based class at either MATC or University of Wisconsin - Baraboo/Sauk County during the fall semester of 2018.

➤ **Local Priorities**

2016 GOAL: In order to improve transportation offerings across Sauk County, the ADRC will review transportation options for the county by meeting with Wisconsin DOT and GWAAR by May 1, 2016.

2016 GOAL: In order to meet the transportation needs of Sauk County residents as assessed by the Wisconsin DOT and GWAAR, the ADRC will implement two (2) recommended changes by October 1, 2016.

Objectives:

1. Meetings with DOT staff and GWAAR transportation staff to explore transportation options will be held by 5/1/16
2. Information from the DOT and GWAAR meetings will be shared with The Transportation Coordinating Committee at their May meeting.
3. Transportation changes will be implemented by July 1, 2016 in Sauk County.

2017 GOAL: In order to meet the nutritional needs of home-bound elderly in Sauk County, 100% of all customers requesting a hot noon meal will receive one. This will be achieved by 12/31/2017.

Objectives:

1. By 6/30/17 an internal study will be conducted to evaluate and compare the costs of hiring drivers and purchasing vans to deliver meal in remote areas of the county vs paying the “volunteer drivers” and staff time to recruit, train and maintain the “volunteer drivers”.
2. If economically feasible, vans will be purchased and rehabbed to carry hot and cold food and drivers hired by 10/1/17

2018 GOAL: In order to ensure that our home-bound elderly customers have nutritional security seven days a week, by 4/1/18, breakfast bags will be delivered to 100% home-bound elderly who request them.

Objective: By 2/28/18, current home delivered meal clients will be contacted to determine their need or want of Breakfast bags.

7. Coordination Between Titles III and VI

Attached to the area plan is a copy of a Memorandum of Understanding submitted in January, 2013 by the ADRC of Eagle Country to the Ho Chunk Nation. The Ho Chunk Nation has not yet returned the MOU.

Also attached to the area plan is a copy of an email sent by the ADRC, Juneau County director Char Norberg to the Ho Chunk tribe introducing herself and Susan Blodgett of the ADRC in Sauk County. A meeting has been requested between Char, Susan and representatives of the Ho Chunk Nation.

Currently, members of the Ho Chunk Nation are referred to the Sauk County ADRC for assistance in obtaining Long Term Care.

The ADRC of Eagle Country, Baraboo Office, has an interest in creating a network of mutual support between the Ho Chunk Nation and our office. Currently, our contact is minimal at best. We are interested in providing support services to the elders of the Ho Chunk Nation and assisting the elders with their needs, from caregiver services to Medicare Part D counselling and beyond. Establishing a positive relationship with the Ho Chunk Nation stands to benefit the Nation and the county on numerous levels.

8. Budget

9. Compliance With Federal and State Laws and Regulations

On behalf of the county, we certify

(Give the full name of the county aging unit)

has reviewed the appendix to the county plan entitled Assurances of Compliance with Federal and State Laws and Regulations for 2016-2018. We assure that the activities identified in this plan will be carried out to the best of the ability of the tribe in compliance with the federal and state laws and regulations listed in the Assurances of Compliance with Federal and State Laws and Regulations for 2016-2018.

Signature and Title of the Chairperson of the Commission on Aging	Date
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Signature and Title of the Authorized County Board Representative	Date
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10. Assurances

The applicant certifies compliance with the following regulations:

1. Legal Authority of the Applicant

- The applicant must possess legal authority to apply for the grant.
- A resolution, motion or similar action must be duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurances contained therein.
- This resolution, motion or similar action must direct and authorize the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.

2. Outreach, Training, Coordination, & Public Information

- The applicant must assure that outreach activities are conducted to ensure the participation of eligible older persons in all funded services as required by the Bureau of Aging and Disability Resources designated area agency on aging.
- The applicant must assure that each service provider trains and uses elderly persons and other volunteers and paid personnel as required by the Bureau of Aging and Disability Resources designated area agency on aging.
- The applicant must assure that each service provider coordinates with other service providers, including senior centers and the nutrition program, in the planning and service area as required by the Bureau of Aging and Disability Resources designated area agency on aging.
- The applicant must assure that public information activities are conducted to ensure the participation of eligible older persons in all funded services as required by the Bureau of Aging and Disability Resources designated area agency on aging.

3. Preference for Older People With Greatest Social and Economic Need

The applicant must assure that all service providers follow priorities set by the Bureau of Aging and Disability Resources designated area agency on aging for serving older people with greatest social and economic need.

4. Advisory Role to Service Providers of Older Persons

The applicant must assure that each service provider utilizes procedures for obtaining the views of participants about the services they receive.

5. Contributions for Services

- The applicant shall assure that agencies providing services supported with Older Americans Act and state aging funds shall give older adults a free and voluntary opportunity to contribute to the costs of services consistent with the Older Americans Act regulations.
- Each older recipient shall determine what he/she is able to contribute toward the cost of the service. No older adult shall be denied a service because he/she will not or cannot contribute to the cost of such service.
- The applicant shall provide that the methods of receiving contributions from individuals by the agencies providing services under the county/tribal plan shall be handled in a manner that assures the confidentiality of the individual's contributions.
- The applicant must assure that each service provider establishes appropriate procedures to safeguard and account for all contributions.
- The applicant must assure that each service provider considers and reports the contributions made by older people as program income. All program income must be used to expand the size or scope of the funded program that generated the income. Nutrition service providers must use all contributions to expand the nutrition services. Program income must be spent within the contract period that it is generated.

6. Confidentiality

- The applicant shall ensure that no information about, or obtained from an individual and in possession of an agency providing services to such individual under the county/tribal or area plan, shall be disclosed in a form identifiable with the individual, unless the individual provides his/her written informed consent to such disclosure.
- Lists of older adults compiled in establishing and maintaining information and referral sources shall be used solely for the purpose of providing social services and only with the informed consent of each person on the list.
- In order that the privacy of each participant in aging programs is in no way abridged, the confidentiality of all participant data gathered and maintained by the State Agency, the Area Agency, the county or tribal aging agency, and any other agency, organization, or individual providing services under the State, area, county, or tribal plan, shall be safeguarded by specific policies.
- Each participant from whom personal information is obtained shall be made aware of his or her rights to:
 - (a) Have full access to any information about one's self which is being kept on file;

(b) Be informed about the uses made of the information about him or her, including the identity of all persons and agencies involved and any known consequences for providing such data; and,

(c) Be able to contest the accuracy, completeness, pertinence, and necessity of information being retained about one's self and be assured that such information, when incorrect, will be corrected or amended on request.

- All information gathered and maintained on participants under the area, county or tribal plan shall be accurate, complete, and timely and shall be legitimately necessary for determining an individual's need and/or eligibility for services and other benefits.
- No information about, or obtained from, an individual participant shall be disclosed in any form identifiable with the individual to any person outside the agency or program involved without the informed consent of the participant or his/her legal representative, except:

(a) By court order; or,

(b) When securing client-requested services, benefits, or rights.

- The lists of older persons receiving services under any programs funded through the State Agency shall be used solely for the purpose of providing said services, and can only be released with the informed consent of each individual on the list.
- All paid and volunteer staff members providing services or conducting other activities under the area plan shall be informed of and agree to:

(a) Their responsibility to maintain the confidentiality of any client-related information learned through the execution of their duties. Such information shall not be discussed except in a professional setting as required for the delivery of service or the conduct of other essential activities under the area plan; and,

(b) All policies and procedures adopted by the State and Area Agency to safeguard confidentiality of participant information, including those delineated in these rules.

- Appropriate precautions shall be taken to protect the safety of all files, microfiche, computer tapes and records in any location which contain sensitive information on individuals receiving services under the State or area plan. This includes but is not limited to assuring registration forms containing personal information are stored in a secure, locked drawer when not in use.

7. Records and Reports

- The applicant shall keep records and make reports in such form and requiring such information as may be required by the Bureau of Aging and Disability Resources and in accordance with guidelines issued solely by the Bureau of Aging and Disability Resources and the Administration on Aging.
- The applicant shall maintain accounts and documents which will enable an accurate review to be made at any time of the status of all funds which it has been granted by the Bureau of Aging and Disability Resources through its designated area agency on aging. This includes both the disposition of all monies received and the nature of all charges claimed against such funds.

8. Licensure and Standards Requirements

- The applicant shall assure that where state or local public jurisdiction requires licensure for the provision of services, agencies providing services under the county/tribal or area plan shall be licensed or shall meet the requirements for licensure.
- The applicant is cognizant of and must agree to operate the program fully in conformance with all applicable state and local standards, including the fire, health, safety and sanitation standards, prescribed in law or regulation.

9. Civil Rights

- The applicant shall comply with Title VI of the Civil Rights Act of 1964 (P.L. 88-352) and in accordance with that act, no person shall on the basis of race, color, or national origin, be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination under any program or activity under this plan.
- All grants, sub-grants, contracts or other agents receiving funds under this plan are subject to compliance with the regulation stated in 9 above.
- The applicant shall develop and continue to maintain written procedures which specify how the agency will conduct the activities under its plan to assure compliance with Title VI of the Civil Rights Act.
- The applicant shall comply with Title VI of the Civil Rights Act (42 USC 2000d) prohibiting employment discrimination where (1) the primary purpose of a grant is to provide employment or (2) discriminatory employment practices will result in unequal treatment of persons who are or should be benefiting from the service funded by the grant.
- All recipients of funds through the county/tribal or area plan shall operate each program or activity so that, when viewed in its entirety, the program or activity is accessible to and usable by handicapped adults as required in the Architectural Barriers Act of 1968.

10. Uniform Relocation Assistance and Real Property Acquisition Act of 1970

The applicant shall comply with requirements of the provisions of the Uniform Relocation and Real Property Acquisitions Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of federal and federally assisted programs.

11. Political Activity of Employees

The applicant shall comply with the provisions of the Hatch Act (5 U.S.C. Sections 7321-7326), which limit the political activity of employees who work in federally funded programs. [Information about the Hatch Act is available from the U.S. Office of Special Counsel at <http://www.osc.gov/>]

12. Fair Labor Standards Act

The applicant shall comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act (Title 29, United States Code, Section 201-219), as they apply to hospital and educational institution employees of state and local governments.

13. Private Gain

The applicant shall establish safeguards to prohibit employees from using their positions for a purpose that is or appears to be motivated by a desire for private gain for themselves or others (particularly those with whom they have family, business or other ties).

14. Assessment and Examination of Records

- The applicant shall give the Federal agencies, State agencies and the Bureau of Aging and Disability Resources authorized Area Agencies on Aging access to and the right to examine all records, books, papers or documents related to the grant.
- The applicant must agree to cooperate and assist in any efforts undertaken by the grantor agency, or the Administration on aging, to evaluate the effectiveness, feasibility, and costs of the project.
- The applicant must agree to conduct regular on-site assessments of each service provider receiving funds through a contract with the applicant under the county or tribal plan.

15. Maintenance of Non-Federal Funding

- The applicant assures that the aging unit, and each service provider, shall not use Older Americans Act or state aging funds to supplant other federal, state or local funds.

- The applicant must assure that each service provider must continue or initiate efforts to obtain funds from private sources and other public organizations for each service funded under the county or tribal plan.

16. Regulations of Grantor Agency

The applicant shall comply with all requirements imposed by the Department of Health and Family Services, Division of Supportive Living, Bureau of Aging and Disability Resources concerning special requirements of federal and state law, program and fiscal requirements, and other administrative requirements.

17. Older Americans Act

The applicant shall comply with all requirements of the Older Americans Act (PL 89-73).

18. Federal Regulations

The applicant shall comply with all federal regulations (45 CFR 1321) governing Older Americans Act funds and programs.

19. Wisconsin Elders Act

The aging unit must comply with the provisions of the Wisconsin Elders Act.

Wisconsin Statutes Chapter 46.82 Aging unit.

“Aging unit” means an aging unit director and necessary personnel, directed by a county or tribal commission on aging and organized as one of the following:

- (1) An agency of county or tribal government with the primary purpose of administering programs of services for older individuals of the county or tribe.
- (2) A unit, within a county department under s. 46.215, 46.22
- (3) or 46.23, with the primary purpose of administering programs of and services for older individuals of the county
- (4) A private corporation that is organized under ch. 181 and
- (5) that is a nonprofit corporation, as defined in s. 181.0103 (17).

Aging Unit; Creation. A county board of supervisors of a county, the county boards of supervisors of 2 or more contiguous counties or an elected tribal governing body of a federally recognized American Indian tribe or band in this state may choose to administer, at the county or tribal level, programs for older individuals that are funded under 42 USC 3001 to 3057n, 42 USC 5001 and 42 USC 5011 (b). If this is done, the county board or boards of supervisors or tribal governing body shall establish by resolution a county or tribal aging unit to provide the services required under this section. If a county board of supervisors or a tribal governing body chooses, or the county boards of supervisors of 2 or more contiguous counties choose, not to

administer the programs for older individuals, the department shall direct the area agency on aging that serves the relevant area to contract with a private, nonprofit corporation to provide for the county, tribe or counties the services required under this section.

Aging Unit; Powers and Duties. In accordance with state statutes, rules promulgated by the department and relevant provisions of 42 USC 3001 to 3057n and as directed by the county or tribal commission on aging, an aging unit:

(a) Duties. Shall do all of the following:

1. Work to ensure that all older individuals, regardless of income, have access to information, services and opportunities available through the county or tribal aging unit and have the opportunity to contribute to the cost of services and that the services and resources of the county or tribal aging unit are designed to reach those in greatest social and economic need.
2. Plan for, receive and administer federal, state and county, city, town or village funds allocated under the state and area plan on aging to the county or tribal aging unit and any gifts, grants or payments received by the county or tribal aging unit, for the purposes for which allocated or made.
3. Provide a visible and accessible point of contact for individuals to obtain accurate and comprehensive information about public and private resources available in the community which can meet the needs of older individuals.
4. As specified under s. 46.81, provide older individuals with services of benefit specialists or appropriate referrals for assistance.
5. Organize and administer congregate programs, which shall include a nutrition program and may include one or more senior centers or adult day care or respite care programs, that enable older individuals and their families to secure a variety of services, including nutrition, daytime care, educational or volunteer opportunities, job skills preparation and information on health promotion, consumer affairs and civic participation.
6. Work to secure a countywide or tribal transportation system that makes community programs and opportunities accessible to, and meets the basic needs of, older individuals.
7. Work to ensure that programs and services for older individuals are available to homebound, disabled and non-English speaking persons, and to racial, ethnic and religious minorities.
8. Identify and publicize gaps in services needed by older individuals and provide leadership in developing services and programs, including recruitment and training of volunteers, that address those needs.
9. Work cooperatively with other organizations to enable their services to function effectively for older individuals.
10. Actively incorporate and promote the participation of older individuals in the preparation of a county or tribal comprehensive plan for aging resources that identifies needs, goals, activities and county or tribal resources for older individuals.

11. Provide information to the public about the aging experience and about resources for and within the aging population.
12. Assist in representing needs, views and concerns of older individuals in local decision making and assist older individuals in expressing their views to elected officials and providers of services.
13. If designated under s. 46.27 (3) (b) 6., administer the long-term support community options program.
14. If the department is so requested by the county board of supervisors, administer the pilot projects for home and community-based long-term support services under s. 46.271.
15. If designated under s. 46.90 (2), administer the elder abuse reporting system under s. 46.90.
16. If designated under s. 46.87 (3) (c), administer the Alzheimer's disease family and caregiver support program under s. 46.87.
17. If designated by the county or in accordance with a contract with the department, operate the specialized transportation assistance program for a county under s. 85.21.
18. Advocate on behalf of older individuals to assist in enabling them to meet their basic needs.
19. If an aging unit under sub. (1) (a) 1. or 2. and if authorized under s. 46.283 (1) (a) 1., apply to the department to operate a resource center under s. 46.283 and, if the department contracts with the county under s. 46.283 (2), operate the resource center.
20. If an aging unit under sub. (1) (a) 1. or 2. and if authorized under s. 46.284 (1) (a) 1., apply to the department to operate a care management organization under s. 46.284 and, if the department contracts with the county under s. 46.284 (2), operate the care management organization and, if appropriate, place funds in a risk reserve.

(b) Powers. May perform any other general functions necessary to administer services for older individuals.

(4) Commission On Aging.

(a) Appointment.

1. Except as provided under sub. 2., the county board of supervisors in a county that has established a single-county aging unit, the county boards of supervisors in counties that have established a multicounty aging unit or the elected tribal governing body of a federally recognized American Indian tribe or band that has established a tribal aging unit shall, before qualification under this section, appoint a governing and policy-making body to be known as the commission on aging.

2. In any county that has a county executive or county administrator and that has established a single-county aging unit, the county executive or county administrator shall appoint, subject to confirmation by the county board of supervisors, the commission on aging. A member of a commission on aging appointed under this subdivision may be removed by the county executive or county administrator for cause.

(b) Composition.

A commission on aging, appointed under par. (a) shall be one of the following:

1. For an aging unit that is described in sub. (1) (a) 1. or 2., organized as a committee of the county board of supervisors, composed of supervisors and, beginning January 1, 1993, advised by an advisory committee, appointed by the county board. Older individuals shall constitute at least 50% of the membership of the advisory committee and individuals who are elected to any office may not constitute 50% or more of the membership of the advisory committee.
2. For an aging unit that is described in sub. (1) (a) 1. or 2., composed of individuals of recognized ability and demonstrated interest in services for older individuals. Older individuals shall constitute at least 50% of the membership of this commission and individuals who are elected to any office may not constitute 50% or more of the membership of this commission.
3. For an aging unit that is described in sub. (1) (a) 3., the board of directors of the private, nonprofit corporation. Older individuals shall constitute at least 50% of the membership of this commission and individuals who are elected to any office may not constitute 50% or more of the membership of this commission.

(c) Terms.

Members of a county or tribal commission on aging shall serve for terms of 3 years, so arranged that, as nearly as practicable, the terms of one-third of the members shall expire each year, and no member may serve more than 2 consecutive 3-year terms. Vacancies shall be filled in the same manner as the original appointments. A county or tribal commission on aging member appointed under par. (a) 1. may be removed from office for cause by a two-thirds vote of each county board of supervisors or tribal governing body participating in the appointment, on due notice in writing and hearing of the charges against the member.

(c) Powers and duties.

A county or tribal commission on aging appointed under sub. (4) (a) shall, in addition to any other powers or duties established by state law, plan and develop administrative and program policies, in accordance with state law and within limits established by the department of health and family services, if any, for programs in the county or for the tribe or band that are funded by the federal or state government for administration by the aging unit. Policy decisions not reserved by statute for the department of health and family services may be delegated by the secretary to the county or tribal commission on aging. The county or tribal commission on aging shall direct the aging unit with respect to the powers and duties of the aging unit under sub. (3).

(5) Aging Unit Director; Appointment. A full-time aging unit director shall be appointed on the basis of recognized and demonstrated interest in and knowledge of problems of older individuals, with due regard to training, experience, executive and administrative ability and general qualification and fitness for the performance of his or her duties, by one of the following:

- (a) 1. For an aging unit that is described in sub. (1) (a) 1., except as provided in subd. 2., a county or tribal commission on aging shall make the appointment, subject to the approval of and to the personnel policies and procedures established by each county board of supervisors or the tribal governing body that participated in the appointment of the county or tribal commission on aging. 2. In any county that has a county executive or county administrator and that has established a single-county aging unit, the county executive or county administrator shall make the appointment, subject to the approval of and to the personnel policies and procedures established by each county board of supervisors that participated in the appointment of the county commission on aging.
- (b) For an aging unit that is described in sub. (1) (a) 2., the director of the county department under s. 46.215, 46.22 or 46.23 of which the aging unit is a part shall make the appointment, subject to the personnel policies and procedures established by the county board of supervisors.
- (d) For an aging unit that is described in sub. (1) (a) 3., the commission on aging under sub. (4) (b) 3. shall make the appointment, subject to ch. 181.

11. Appendices

Agendas and Minutes

Regular Meeting of the Aging and Disability Resource Center Committee Agenda for August 2015

COMMITTEE: Aging & Disability Resource Center Committee
DATE: Thursday, August 13, 2015 **TIME:** 8:15 a.m.
PLACE: Third Floor County Board Gallery Room 326B, West Square Building
505 Broadway, Baraboo, Wisconsin 53913

REASON FOR MEETING: REGULAR

SUBJECTS FOR DISCUSSION:

1. Call to Order and Certify Compliance with Open Meeting Law
2. Adopt Agenda
3. Adopt Minutes of Previous Meeting
4. Public Comment
5. Communications
 - A. Mindy Shrader – Presentation on ADRC Elder Benefit Specialist Programs
 - B. Questions/Comments
6. Next Meeting Date: Thursday, September 10, 2015, 8:15 a.m., West Square Building Third Floor County Board Gallery Room 326B
7. Veterans Service Office Business Items
 - A. 2016 Budget Prep: Review Draft County Veterans Service Office Budget
 - B. Consider Approval of the 2016 Budget Goals, Objectives and Performance Measures
 - C. Veterans Service Office Departmental Update and Service Trends
 - D. Consider Approval of the Monthly Invoices
8. Aging & Disability Resource Center Business Items
 - A. 2016 Budget Prep: Plans for Aging & Disability Resource Center Budget
 - B. Consider proposal of 2016 Budget Goals, Objectives and Performance Measures
 - C. Consider Approval of Submitting the 2016 Section 5310 (Specialized Transit) Grant Application
 - D. Aging & Disability Resource Center Departmental Update and Service Trends
 - E. Review the Monthly Financial Statements
 - F. Consider Approval of the Monthly Invoices
9. Aging & Disability Resource Center Advisory Committee/Transportation Coordination Committee Updates
10. Aging & Disability Resource Center of Eagle Country Board Update
11. Public Comment

12. Agenda Items for Next Meeting
13. Adjourn

COPIES TO: Blodgett, County Clerk, Gramling, Greater Wisconsin Agency on Aging Resources, Held, Kriegl, Krueger, Moore, Posted for ADRC Staff, Riek, Schauf, Tyczynski, Web Liaison, Becky Dahl, Sarah Cohen (GWAAR)

NOTICE ELECTRONICALLY MAILED: Tuesday, August 11, 2015

PREPARED BY: Aging & Disability Resource Center/Sauk County Veterans Service Office

Any person who has a qualifying disability that requires the meeting or materials at the meeting to be in an accessible location or format should contact Sauk County (608-355-3269 or TTY 608-355-3490) between the hours of 8:00 A.M. and 4:30 P.M., Monday through Friday, exclusive of legal holidays, at least 48 hours in advance of the meeting so that reasonable arrangements can be made to accommodate each request.

Regular Meeting of the Aging and Disability Resource Center Committee
Minutes for August, 2015

COMMITTEE: Aging & Disability Resource Center Committee

DATE: Thursday, August 13, 2015
a.m.

TIME: 8:15

PLACE: Third Floor County Board Gallery Room 326B, West Square Building
505 Broadway, Baraboo, Wisconsin 53913

REASON FOR MEETING: REGULAR

SUBJECTS FOR DISCUSSION:

14. Call to Order and Certify Compliance with Open Meeting Law: Meeting was called to order at 8:23 a.m. by Chairman D. Riek. Meeting is certified to be in compliance with Open Meeting Law

Present: Davie Riek, Chairman, Tom Kriegl, David Moore, Carol Held, Tut Gramling, Susan Blodgett, ADRC Director; Cathy Warwick, Sauk Co. Public Health Deputy Director; Mindy Shrader, ADRC Elder Benefit Specialist; Pam Burdick, ADRC Elder Benefit Specialist; Tony Tyczynski, Veterans Service Officer; Linda Champagne, ADRC Program Specialist

15. Adopt Agenda: Motion to adopt agenda, C. Held, 2nd T. Kriegl. **Motion Carried**

16. Adopt Minutes of Previous Meeting: Motion to adopt minutes from August 13, 2015 Meeting by C. Held, 2nd by T. Kriegl. **Motion carried.**

17. Public Comment: None

18. Communications

A. Mindy Shrader – Presentation on ADRC Elder Benefit Specialist Programs

B. Questions/Comments: None

19. Next Meeting Date: Thursday, September 10, 2015, 8:15 a.m., West Square Building Third Floor County Board Gallery Room 326B

20. Veterans Service Office Business Items

A. 2016 Budget Prep: Review Draft County Veterans Service Office Budget
Veteran Service Officer Tony Tyczynski presents 2016 Budget and Goals for consideration. His department is requesting \$10,000 less than last year.

B. Consider Approval of the 2016 Budget Goals, Objectives and Performance Measures
Motion by D. More, 2nd by T. Gramling to approve 2016 Budget as submitted.
Motion Carried

C. Veterans Service Office Departmental Update and Service Trends
Number of homeless veterans is still on the rise. Upcoming activities include a meeting with the director of the VA Hospital in Tomah; VA Mental Health Summit; Wisconsin Department of Veterans Affairs Training

D. Consider Approval of the Monthly Invoices. Motion to accept Financial Statement and Invoices made by T. Kriegl. 2nd by D. Moore. **Motion carried.**

21. Aging & Disability Resource Center Business Items

A. 2016 Budget Prep: Plans for Aging & Disability Resource Center Budget. 2016 Budget is a work in progress. Director Blodgett is working with K. Beghin, Sauk

- County Controller to sort out current budget numbers and build a firm budget in time for Sept. 2015 ADRC Committee meeting
- B. Consider proposal of 2016 Budget Goals, Objectives and Performance Measures. Director Blodgett presents 2016 ADRC goals for consideration. Goals are reviewed and discussed. No action taken.
 - C. Consider Approval of Submitting the 2016 Section 5310 (Specialized Transit) Grant Application
Grant still in the progress. No action taken.
 - D. Aging & Disability Resource Center Departmental Update and Service Trends
Intake social worker walk-ins and phone calls are being logged – during 23 working days in July 340 unduplicated clients were served by I&A alone. From January through July 2015 the ADRC documented 3,397 unduplicated callers, a 28% increase over the same period in 2014. From January 2015 to end of July 2015 the ADRC documented 402 home visits, an increase of 59% over the same period in 2014. The 2016-2018 Aging Unit Plan is due to GWAAR on September 1, 2015. Public listening sessions are planned through Sauk County in preparation for this plan. New Social Worker, Megan Fecht, will start with the ADRC on August 24, 2015. ADRC will meet with GWAAR to review and rework current meal plan. Susan Blodgett will attend the Meals on Wheels conference during the first week of September. The ADRC continues to work toward meeting and/or exceeding goals for 2015.
 - E. Review the Monthly Financial Statements
 - F. Consider Approval of the Monthly Invoices
Monthly invoices reviewed – Motion to accept by T. Gramling; 2nd D. Moore.
Motion carried.
22. Aging & Disability Resource Center Advisory Committee/Transportation Coordination Committee Updates
These committees will meet on August 25, 2015. Among items for discussion is competition/non-competition with cab companies for client business.
23. Aging & Disability Resource Center of Eagle Country Board Update
A request has been made by the ADRC of Eagle Country to express thanks to _____ for preserving ADRCs as one-stop-shops for our consumers.
24. Public Comment: None
25. Agenda Items for Next Meeting: 2016 ADRC Budget
26. Adjourn: Motion made by D. Moore, 2nd by T. Gramling. Meeting adjourned at 10:42 a.m.

COPIES TO: Blodgett, County Clerk, Gramling, Greater Wisconsin Agency on Aging Resources, Held, Kriegl, Krueger, Moore, Posted for ADRC Staff, Riek, Schauf, Tyczynski, Web Liaison, Becky Dahl, Sarah Cohen (GWAAR)

NOTICE ELECTRONICALLY MAILED: Tuesday, August 11, 2015

PREPARED BY: Aging & Disability Resource Center/Sauk County Veterans Service Office

Any person who has a qualifying disability that requires the meeting or materials at the meeting to be in an accessible location or format should contact Sauk County (608-355-3269 or TTY 608-355-3490) between the hours of 8:00 A.M. and 4:30 P.M., Monday

through Friday, exclusive of legal holidays, at least 48 hours in advance of the meeting so that reasonable arrangements can be made to accommodate each request.

Signed: _____
Tom Kriegl, Secretary

Regular Meeting of the Aging and Disability Resource Center Committee
Agenda for September 2015

COMMITTEE: Aging & Disability Resource Center Committee
DATE: Thursday, September 10, 2015 **TIME:** 8:15 a.m.
PLACE: Third Floor County Board Gallery Room **326A**, West Square Building
505 Broadway, Baraboo, Wisconsin 53913

REASON FOR MEETING: REGULAR

SUBJECTS FOR DISCUSSION:

1. Call to Order and Certify Compliance with Open Meeting Law
2. Adopt Agenda
3. Adopt Minutes of Previous Meeting
4. Public Comment
5. Communications
 - A. Quinn Hause – Disability Benefit Specialist Program(s)
 - B. Questions/Comments
6. Next Meeting Date: Thursday, October 8, 2015, 8:15 a.m., West Square Building Third Floor County Board Gallery Room 326A
7. Aging & Disability Resource Center Business Items
 - A. Consideration and approval of the proposed 2016 Budget
 - B. Consideration and approval of 2016-2018 Aging Unit Plan (if GWAAR comments have been received back, if not, this will be tabled until October 8 meeting)
 - C. Aging & Disability Resource Center Departmental Update and Service Trends
 - D. Review the Monthly Financial Statements
 - E. Consideration and Approval of the Monthly Invoices
8. Veterans Service Office Business Items
 - A. Veterans Service Office Departmental Update and Service Trends
 - B. Consideration and Approval of the Monthly Invoices
9. Aging & Disability Resource Center Advisory Committee/Transportation Coordination Committee Updates
 - A. Transportation Grant 5310
 - B. Transportation Coordination Committee Report
 - C. ADRC Advisory Committee Report
10. Aging & Disability Resource Center of Eagle Country Board Update
11. Public Comment
12. Agenda Items for Next Meeting
13. Adjourn

COPIES TO: Blodgett, County Clerk, Gramling, Greater Wisconsin Agency on Aging Resources, Held, Kriegl, Krueger, Michalek, Moore, Posted for ADRC Staff, Riek, Tyczynski, Web Liaison, Becky Dahl, Sarah Cohen (GWAAR)

NOTICE ELECTRONICALLY MAILED: Tuesday, September 8, 2015

PREPARED BY: Aging & Disability Resource Center/Sauk County Veterans Service Office

Any person who has a qualifying disability that requires the meeting or materials at the meeting to be in an accessible location or format should contact Sauk County (608-355-3269 or TTY 608-355-3490) between the hours of 8:00 A.M. and 4:30 P.M., Monday through Friday, exclusive of legal holidays, at least 48 hours in advance of the meeting so that reasonable arrangements can be made to accommodate each request.

Regular Meeting of the Aging and Disability Resource Center Committee
Minutes for September, 2015

DATE: Thursday, September 10, 2016

TIME: 8:15 a.m.

PLACE: Third Floor County Board Gallery Room 326B, West Square Building,
505 Broadway, Baraboo, Wisconsin 53913

REGULAR MEETING

ATTENDANCE:

Members Present: David Riek, Chair; Tut Gramling; Carol Held; Thomas Kriegl;
Absent: David Moore, excused

Others Present: Susan Blodgett, Aging & Disability Resource Center Director; Tony Tyczynski, Sauk County Veterans Service Officer; Linda Champagne, Aging & Disability Resource Center Program Specialist; Cindy Bodendein, Sauk County Health Department Director; Cathy Warwick, Sauk County Health Department Deputy Director; Louis Birkholz, Sauk County Veterans Benefit Specialist; Quinn Hause, Aging and Disability Resource Center Disability Specialist

1. Call to Order: The Meeting was called to order by D. Riek at 8:16 a.m. and was certified to be in compliance with the Open Meeting Law.
2. Adopt Agenda: Motion by T. Gramling to adopt the Agenda; second by T. Kriegl: **Motion carried.**
3. Adopt Minutes of Previous Meeting with amendment to page 2, item 10: Motion by T. Gramling to adopt the August 13 Regular Meeting Minutes, second by C. Held: **Motion carried.**
4. Public Comment: None.
5. Communications: Quinn Hause, ADRC DBS explains the role of disability benefit specialist within the ADRC.
6. Next Meeting Date: Thursday, October 8, 2015, 8:15 a.m., West Square Building, Room 213
7. Aging & Disability Resource Center Business Items
 - A. Consideration and approval of the proposed 2016 Budget
 1. Discussion of current staffing and staffing needs; review of current nutrition and prevention programs and costs associated with returning these programs to the ADRC; discussion of plan to reduce meal costs by modifying vendors and dining centers. Motion by Gramling to request startup funds in the amount of \$25,000 for modifications to the Nutrition Program in support of Home Delivered Meals and Congregate Dining to be requested from the Contingency Fund via resolution. 2nd by T. Kriegl; All aye, motion carried.
 2. Motion by C. Held to accept the proposed 2016 Budget with levy limit of \$268,704; 2nd by T. Kriegl; all aye, motion carried.
 - B. Consideration and approval of 2016-18 Aging Unit Plan – tabled until October 8, 2105 meeting

- C. Aging and Disability Resource Center Departmental Update and Service Trends presented by Director Susan Blodgett
 - D. Review of Monthly Financial Statement
 - E. Motion to approve monthly invoices at \$11,018.33 made by T. Gramling; 2nd by C. Held. All aye, motion carried.
8. Veterans Service Office Business Items
- A. Discuss 2016 Budget: T. Tyczynski brings discussion of 424550 Veterans Service Grant Funds. Terms and conditions of disbursement of these funds have changed since the passing of the 2016 State Budget presenting concerns for the 2016 CVSO budget. Following presentation of various scenarios: Motion made by T. Kriegl to change the CVSO budget request from \$286,269 to \$297,769 (a net increase of \$11,500) to provide funding in the event that the 424550 Veterans Service Grant Funds are not granted to Sauk County VSO. 2nd by T. Gramling; all aye, Motion Carried.
 - B. Veterans Service Office Departmental Update and Service Trends
Tomah VA mental health unit has been shut down. We recently assisted a Korean War Veteran in being deemed totally disabled for hearing loss. He was able to access considerable reimbursement and benefits from the VA with our assistance. The number of homeless veterans is still on the rise; these homeless vets are those from recent military service deployments.
 - C. Consider Approval of the Monthly Invoices. Motion by C. Held to approve the monthly invoices for August for \$1878.17; second by T. Kriegl. All aye. **Motion carried.**
9. Aging & Disability Resource Center Advisory Committee/Transportation Coordination Committee Updates:
- A. Advisory Committee: Jim Pritzkow will start outreach in Spring Green based on suggestions from Spring Green listening sessions. The ADRC will soon have a bus dedicated to serving Spring Green clients for transportation to dining center.
 - B. Transportation Committee: Julie Hyser reports that 80% of her time is used toward coordinating volunteer drivers; 3 of our buses have over 100,000 miles on them. Weekly shopping buses appear to be unnecessary as our customers don't shop every week; Transportation Focus Groups will be formed in the very near future; Walt Darling has expressed the need to resign from both the TCC and ADRC Advisory Committee.
10. Aging & Disability Resource Center of Eagle Country Board Update
The Regional Office is requiring all office to track complaints coming into the ADRCs. These are for purposes of quality improvement.
11. Public Comment: None.
12. Agenda Items for Next Meeting: 2016-2018 Aging Unit Plan
13. Adjourn: Motion by C. Held to adjourn the Aging & Disability Resource Center Committee Meeting at 10:47 a.m., second by T. Gramling: **Motion carried.**

Signed by: _____
Thomas Kriegl, Secretary

Regular Meeting of the Aging and Disability Resource Center Committee
Agenda for October 2015

COMMITTEE: Aging & Disability Resource Center Committee
DATE: Thursday, October 8, 2015 **TIME:** 8:15 a.m.
PLACE: **Room 213, West Square Building**
505 Broadway, Baraboo, Wisconsin 53913

REASON FOR MEETING: REGULAR

SUBJECTS FOR DISCUSSION:

1. Call to Order and Certify Compliance with Open Meeting Law
2. Adopt Agenda
3. Adopt Minutes of Previous Meeting
4. Public Comment
5. Communications
 - A. Volunteer Program Coordinator, Cathy Bindl
 - B. Questions/Comments
6. Next Meeting Date: Thursday, November 12, 2015, 8:15 a.m., West Square Building, Third Floor County Board Gallery Room 326A
7. Aging & Disability Resource Center Business Items
 - A. Consideration and approval of 2016-2018 Aging Unit Plan
 - B. Consideration and approval of Resolution requesting \$ contingency funds or Nutrition Program start-up costs
 - C. Consideration and Approval of Resolution in recognition of November being National Caregiver Month in Sauk County
 - D. Consideration and Approval of Resolution in recognition of November being National Alzheimer's Disease Awareness Month in Sauk County
 - E. Report by S. Blodgett on changes in 2016 ADRC contract
 - F. Aging & Disability Resource Center Departmental Update and Service Trends
 - G. Review the Monthly Financial Statements
 - H. Consideration and Approval of the Monthly Invoices
8. Veterans Service Office Business Items
 - A. Veterans Service Office Departmental Update and Service Trends
 - B. Consideration and Approval of the Monthly Invoices
9. Aging & Disability Resource Center Advisory Committee/Transportation Coordination Committee Updates
10. Aging & Disability Resource Center of Eagle Country Board Update
11. Public Comment
12. Agenda Items for Next Meeting
13. Adjourn

COPIES TO: Blodgett, County Clerk, Gramling, Greater Wisconsin Agency on Aging Resources, Held, Kriegl, Krueger, Michalek, Moore, Posted for ADRC Staff, Riek, Tyczynski, Web Liaison, Becky Dahl, Sarah Cohen (GWAAR)

NOTICE ELECTRONICALLY MAILED: Wednesday, September 30, 2015

PREPARED BY: Aging & Disability Resource Center/Sauk County Veterans Service Office

Any person who has a qualifying disability that requires the meeting or materials at the meeting to be in an accessible location or format should contact Sauk County (608-355-3269 or TTY 608-355-3490) between the hours of 8:00 A.M. and 4:30 P.M., Monday through Friday, exclusive of legal holidays, at least 48 hours in advance of the meeting so that reasonable arrangements can be made to accommodate each request.

**Regular Meeting of the Aging and Disability Resource Center Committee
Minutes for October, 2015**

COMMITTEE: Aging & Disability Resource Center Committee

DATE: Thursday, October 8, 2015

TIME: 8:15 a.m.

PLACE: **Room 213, West Square Building**
505 Broadway, Baraboo, Wisconsin 53913

Members present: Chairman Dave Riek, David Moore, Carol Held, Tom Kriegl. Absent: Tut Gramling, Tony Tyczinski, Veterans Service Office (both excused)

Guests: Brentt Michalek Interim Administrative Coordinator, ADRC Director Susan Blodgett, Health Department Deputy Director Cathy Warwick, Linda Champagne, ADRC Program Specialist; Anne McManaway, Terry Feil, Susan Tatar, Lavina Powers

1. Meeting was called to order at 8:20 a.m. by Chairman D.Riek. Meeting was certified to be in compliance with Open Meeting Law.
2. Adopt Agenda: Motion by Held; Second by Moore to adopt the agenda as printed.
3. Adopt Minutes of Previous Meeting: Motion by Moore; Second by Held to adopt September minutes as printed.
4. Public Comment: Anne McManaway, Susan Tatar, and Lavina Powers appear to speak in support of retaining Feil's Catering for our nutrition program meals. Terry Feil appears to speak on behalf of his years of service providing meals for Sauk County nutrition programs.
5. Communications
 - A. Volunteer Program Coordinator, Cathy Bindl explained our need for volunteers. She shared some examples of how our volunteers make a positive impact on Sauk County residents. Also expressed a continued need for additional volunteers.
 - B. Questions/Comments
6. Next Meeting Date: Thursday, November 5, 2015, 8:15 a.m., West Square Building, Third Floor County Board Gallery Room 326A. This is a week earlier than our usual meeting due to the County Board meeting scheduled for November 10th.
7. Aging & Disability Resource Center Business Items
 - A. Consideration and approval of 2016-2018 Aging Unit Plan. Presentation of the Draft of the 2016-2018 Aging Unit Plan. Motion by D. Moore to approve the 2016-2018 Aging Unit Plan. Second by Held. All aye, motion carried.
 - B. Consideration and approval of Resolution requesting contingency funds for Nutrition Program start-up costs. Motion by Held to approve the Resolution requesting contingency funds for 2016 Nutrition Program startup costs. Second by Kriegl. All aye, motion carried.
 - C. Consideration and Approval of Resolution in recognition of November being National Caregiver Month in Sauk County. Motion by Held, 2nd by Moore to approve National Caregiver Month resolution. All aye, motion carried.
 - D. Consideration and Approval of Resolution in recognition of November being National Alzheimer's Disease Awareness Month in Sauk County: Motion made by Moore; 2nd by Held to approve Resolution in recognition of November being National Alzheimer's Month in Sauk County. All aye motion carried.

- E. Report by S. Blodgett on changes in 2016 ADRC contract: Director Blodgett presents list of items that will be required by the state under our 2016 contract. That list includes such things as computer for client use in a conference room; ADRC logo on the outside window, inside office window, and ADRC vehicles; Braille signage; installation of a hearing loop in reception area.

 - F. Aging & Disability Resource Center Departmental Update and Service Trends: Update presented by Director Blodgett.
 - G. Review the Monthly Financial Statements: Statement presented by Director Blodgett
 - H. Consideration and Approval of the Monthly Invoices: Motion made by Moore, 2nd by Kriegl to approve expenses of \$8333.59
8. Veterans Service Office Business Items
- A. Veterans Service Office Departmental Update and Service Trends presented by Pam Russo, Veterans Benefit Specialist
 - B. Consideration and Approval of the Monthly Invoices: Motion by Kriegl, 2nd by Moore to approve invoices in the amount of \$8681.72. All Aye motion carried.
9. Aging & Disability Resource Center Advisory Committee/Transportation Coordination Committee Updates: no report. Next meeting, Tuesday, November 17, 2015
10. Aging & Disability Resource Center of Eagle Country Board Update: no report
11. Public Comment: None
12. Agenda Items for Next Meeting
13. Adjourn: Motion to Adjourn by Moore, 2nd by Held. All aye, motion carried. Meeting adjourned at 10:27 a.m.

Signed by: _____
Thomas Kriegl, Secretary