



## Greater Wisconsin Agency on Aging Resources, Inc.

### GWAAR BOARD MEETING

Madison, Wisconsin | June 21, 2019 | 9:30 a.m. – 2:00 p.m.

### MINUTES

**Members Present:** Members present were Lane Delaney, Herb Hanson, Larry Jepsen, Herschel Ryales, Erv Teichmiller, Va Thao, Wes Martin

**Members Excused:** Miki Bix

**Others Present:** Bob Kellerman, Executive Director; John Schnabl, OAA Programs and Special Projects Manager; Carrie Diamond, OAA Consultant; Sky Van Rossum, Business Development Coordinator; Janet Zander, Advocacy & Public Policy Coordinator; Sara Koenig, Elder Nutrition Program Manager, BADR; Rosanna Mazzara, Operations Coordinator; Dave Ostness, Vice Chair of St. Croix County

The meeting was called to order at 9:30 a.m. by Larry Jepsen, Chairperson

### **Review and Approval of Agenda:**

There will be one adjustment to the agenda. Number 8 will be moved up before item Number 6.

*Motion by Lane Delaney, second by VA Thao, to approve the June 21, 2019 Meeting Agenda with said adjustments. Motion unanimously carried.*

### **Review and Approval of the December 7, 2018, Draft Minutes:**

*Motion by Herschel Ryales, second by Herb Hansen, to approve the December 7, 2018 minutes. Motion unanimously carried.*

**Public Comment:** There was no public comment.

**Finance Committee Report:**

- ❖ **Approval of 2018 Financial Report and 2018 Agency Audit.** A presentation of the 2018 GWAAR Financial Audit was done by Danielle Moyer, and Glenn Miller of Wegner CPAs. A clean, unmodified opinion of 2018 Financial Statements was issued.

*Motion to approve by Larry Jepsen, seconded by Herb Hansen to approve.  
Motion unanimously carried.*

- ❖ **GWAAR Administration of the Milwaukee County Older Worker Program.**

In late February/early March GWAAR was contacted by the Department of Health Services to see if we would be interested in taking on the Milwaukee County Title V Older Worker training program. This is a training program that provides low income older adults (55 and over) the ability to get work experience in community-based organizations with the hope of finding permanent employment. The current agency administering the program in Milwaukee County (Unison) was going out of business on very short notice (March 15th) and no other Milwaukee based organization had experience with the program. GWAAR has been administering this program in several counties across the state (including neighboring Waukesha County) since the agency's inception. After several discussions we agreed to take on the program as of March 17th. This meant that 42 program participants as well as a full-time coordinator needed to be added to our payroll over an approximate two-week period. Thanks to our current program coordinators (Darice Hannon and Paul Koenig) as well as the current Milwaukee County Coordinator (Alma Ramirez) this did happen. The Milwaukee County program coordinator is currently

housed in GWAAR's Brookfield Office, but we will continue to look for possible office space in Milwaukee County.

*Motion by Erv Teichmiller, second by Herschel Ryales, to approve and pick up administrative cost for program. Motion unanimously carried.*

❖ **Service Enterprise Initiative and approval to apply for the Volunteer Generations Grant.**

GWAAR is looking to apply for a grant through SERVE WI to help become a Service Enterprise Initiative (SEI) Hub. The grant has not been released, but it offers up to \$300,000 for up to 3 years. GWAAR would be the sub-grantee. It would allow for GWAAR to become SEI certified and in turn GWAAR could train volunteer organizations throughout the state to become certified as well. Becoming certified will help organizations with volunteer management and organization. The program focuses on change-management and volunteer engagement strategies and best practices.

*Motion by Herb Hansen, second by Lane Delaney, to approve application for grant. Motion unanimously carried.*

❖ **Grant Application to the Administration for Community Living regarding Malnutrition**

GWAAR is looking to apply for the "Innovations in Nutrition Service Project Grant." It is a competitive (\$260,000/year) 3-year grant. This grant focuses on helping fight malnutrition among the elderly population which fits well with GWAAR's business development goals. This grant works with hospitals and healthcare systems on a contractual basis and it also aligns strategically with GWAAR's Care Transitions Program and Caregiver Programs. In summary, this grant would help strengthen business acumen,

build awareness among staff and volunteers and modernize family caregiver programs.

*Motion by Lane Delaney, second by Va Thao to approve application for grant.  
Motion unanimously carried.*

❖ **Various Grant Applications Relating to the GWAAR Care Transitions Program**

A number of grant applications have been completed. Two are pending and GWAAR should be finding out in an August/September timeframe. The remaining two grants would help fund potential software for the Care Transitions Program.

*Motion by Lane Delaney, second by Wes Martin, to approve applications for grants. Motion unanimously carried.*

- ❖ GWAAR was named one of the recipients of a 2019 National Association of Area Agencies on Aging (n4a) Aging Achievement Award. GWAAR's "Creating a Sustainable Partnership" was selected in the Nutrition category. The award was for their work with Sustainable Kitchens in implementing the new on-site cooking program for Portage County. The awards presentation will be on Sunday, August 28, 2019 during the n4a Annual Conference in New Orleans. GWAAR has a chance to win one of the top three cash awards, to be announced later in the conference. This is the third Aging Achievement Award for GWAAR!

## ❖ **Revised Employee Handbook**

The employee hand book has been updated with some subtle revisions this year.

Changes to employee holiday schedule: Christmas Eve Day will be given as a holiday and floating holidays will be reduced from 3 days to 2 days effective 1/1/19. There were also some minor changes to PTO schedule.

*Motion by Larry Jepsen, second by Va Thao, to approve changes to the Employee Handbook. Motion unanimously carried.*

## **Finance Committee Report:**

*Erv Teichmiller, GWAAR Board Treasurer*

GWAAR is happy to welcome new Fiscal Manager, Patrick Metz, who is doing a great job getting up to speed.

Erv discussed the Financial Summary Report and a more detailed report. General take away for this period is waiting on some funds from the Care Transitions and SMP Programs.

*Motion by Herb Hansen, second by Erv Teichmiller, to receive and place report on file. Motion unanimously carried.*

## **Board Development Committee:**

*Wes Martin, Chairperson*

- ❖ Appointment of Herschel Ryales to a second Three-year term on the Board.
- ❖ Appointment of Miki Bix to a second Three-year term on the Board.

- ❖ Appointment of Erv Teichmiller to a second three-year term on the Board
- ❖ Nomination of Dave Ostness to the Board for a three-year term.
- ❖ Nomination of Robert T. Borremans to the Board for a three-year term.
- ❖ Nomination of Beth Esser to fill the remainder of Mary Pierce's term.

*Motion by Wes Martin, second by Va Thao, to approve. Motion unanimously carried.*

- ❖ Election of Officers for the year ending June 2020.
  - Lane Delaney, Chairperson
  - Wes Martin, Vice-Chair
  - Erv Teichmiller, Treasurer

*Motion by Herb Hansen, second by Va Thao, to approve. Motion unanimously carried.*

## **GWAAR Updates**

### **Director's Report:**

- ❖ Bob Kellerman reported that in the Nutrition area, Walworth County was chosen to be the next county to participate in Justin Johnson's program for 2020 and convert their nutrition program from catered to on site cooking. Portage County, the 2019 project, and has been the poster child for having a nutrition program go through incredible transformation. A tour of Portage County's new kitchen facility will be given at the next board meeting.
- ❖ The Bureau on Aging and the Administration for Community Living (ACL) have initiated some policy changes to Nutrition Programs. It has been determined that donations shall not be carried over to the next year, but rather spent as they come in to expand and improve it. This will require counties to reassess their budgeting in order to meet this requirement.

- ❖ ACL is looking for more accurate county/tribal reporting to ensure compliance. Counties/tribes will need to align service data and fiscal reporting better. Discrepancies from inaccurate data input are causing national reporting issues which need to be corrected to encourage future and/or expanded funding for older adults.
- ❖ The Federal Older American Act is being reauthorized.
- ❖ Aging Advocacy Day for 2019 had over 300 participants.
- ❖ The Senior Medicare Patrol is up and running and doing well.
- ❖ Bob welcomed Patrick Metz as GWAAR's new Fiscal Manager. His previous county government and service expertise have been invaluable. During the interim of the hiring process, some employees had to step up and pick up extra duties. A shout out and thank you go to Carrie Kroetz, GWAAR's Data Management specialist, who helped out tremendously and has now taken over IT responsibilities. Another huge thank you goes out to Denise Kossen, Accountant, who shouldered many, many, fiscal responsibilities until Patrick was brought on board.
- ❖ John Schnabl reported there has been growth in the Veterans Self Directed Program. The Madison VA has designated a person in the Madison VA area to contract with our Veteran's Self-Directed Program to provide services. John believes the door has been opened for future growth in the Madison area.

*Motion by Wes Martin, second Va Thao, to accept Bob's report. Motion unanimously carried.*

## **Executive Committee:**

Larry Jepsen, Board Chair, stated it was unfortunate that two board meetings had to be cancelled, but treacherous roads made it dangerous and the safety of everyone was more important. Larry Jepsen also reported this would be his last day on the Board and he was most grateful to have served all these years and will miss it greatly. He looks forward, however, to spending more time with his family.

## **Advisory Committee:**

Lane Delaney had no updates.

## **BADR Updates:**

Sara Koenig, reported that the Administration for Community Living is eliminating regional TA support offices.

Affects:

- Everything is unknown
- Regional staff reassigned to Washington DC
- Moving to program-based approach – each person supporting a program area rather than a region
- Major concerns for the tribes – our regional representative is orienting six new directors in Wisconsin right now.

She also covered the topics of:

- Health equity and unconscious bias – development of BADR training
- Older Americans Act Reauthorization



## **Business Development:**

Sky Van Rossum provided a handout and discussed:

- Business Development Engagement
- Business Development Works in Process
- HDM and/or Transportation Business Pilot Development
- Aging Mastery Program
- Business Development Pricing & Contracting
- PCHP Assessments
- PCHP Metrics
- GWAAR Care Transitions Pilot

## **Advocacy Update:**

Janet Zander distributed and discussed in detail the most current WAAN Advocacy brief regarding 2019 Budget & Policy Priorities.

Topics covered included:

- Wisconsin Credit for Caring Act
- CARE Act
- Expansion of Dementia Care Specialist (DCS) services statewide
- Direct Care Workforce Support
- Increase Medicaid Provider Reimbursements
- Expand affordable health care coverage and paid family and medical leave
- Training to support the recruitment and retention of community-based workers
- Increase state funding for the Elder Benefit Specialist (EBS) program
- Develop a tax-advantaged state Long-term Care Investment Savings Plan
- Homestead Tax Credit
- Increase the investment in Healthy Aging Grants
- Increase staff positions in the Board on Aging and Long-Term Care
- Increase staff position in the Bureau of Assisted Living

- SeniorCare Prescription Drug Assistance Program
- Additional funding for transit and specialized transportation
- Policies incentivizing coordination of services
- Removal of barriers for volunteer driving programs

### **Affiliation with Cycling Without Age:**

Carrie Diamond would like Board approval for GWAAR to apply to be an official Affiliate member of the Cycling Without Age Global Program. It is a transformational program that helps combat depression and isolationism. Carrie is working to expand the program into more facilities and communities across the state. Participants are driven around in bicycles called Trishaws. They include taking rides out into the community and in nature. As an official Affiliate, GWAAR would be supporting their principles of generosity, kindness, slow rides, storytelling, relationships, participation by all ages.

*Motion by Wes Martin, second by Larry Jepsen, to approve application to become an official Affiliate Member. Motion unanimously carried.*

**Next Meeting Date:** August 9, 2019; Portage County ADRC

### **Adjournment**

Rosanna Mazzara, Recorder