



*Our mission is to deliver innovative support to lead aging agencies as we work together to promote, protect, and enhance the well-being of older people in Wisconsin.*

## **Board Meeting Minutes**

*Friday, June 14, 2024 | 10:00 a.m.*

In-person meeting at GWAAR Madison Office and  
Microsoft Teams Video Conference Call

**Members present:** *Dave Ostness, Beth Esser, Bob Borremans, Rob Wilkinson, John Helling, Rowena Nelson, Dave Hoberg*

**Members excused:** *Wes Martin, Cookie Lough*

**Others Present:** *John Schnabl, Executive Director; Patrick Metz, Fiscal Manager; Janet Zander, Advocacy and Public Policy Coordinator; Jean Lynch, OAA Consultant Manager; Sky Van Rossum, Special Projects Manager; Lisa Drouin, VA Programs Manager; Laura Langer, Program Administrator, Senior Community Service Employment Program (SCSEP) (WISE) (BADR); Rosanna Mazzara, Operations Coordinator*

### **Call to Order**

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The meeting was called to order at 10:05 a.m. by Dave Ostness, Chair.

### **Review and Approval of April 12, 2024 Draft Meeting Minutes**

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*Motion by Beth Esser, seconded by John Helling, to approve April 12, 2024, draft meeting minutes. Motion carried.*

**Public Comment**      **None**

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## **Annual Election of Officers**

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### **Chair:**

- *Beth made a motion to nominate Dave Ostness to continue as chair for another year. John Helling seconded. There were no other nominations, no abstentions, and none opposed. Motion unanimously carried.*

### **Vice-Chair:**

- *Bob Borremans made a motion to nominate Beth Esser to continue as vice-chair for another year. John Helling seconded. There were no other nominations, no abstentions and none opposed. Motion unanimously carried.*

### **Treasurer:**

- *Rob Wilkinson made a motion to nominate Dave Hoberg to continue as treasurer for another year. John Helling seconded. There were no other nominations, no abstentions and none opposed. Motion unanimously carried.*

## **Comments from Chair**

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### *Dave Ostness*

- Dave asked that the 2010 GWAAR By-laws be distributed to the board and after reading them, thought be placed on updates that the board thinks might be needed.
- Thanked John Schnabl and staff for the outstanding work done by GWAAR which is recognized around the state.
- Dave was wondering if GWAAR could do an annual state-wide conference or educational conference on who GWAAR is, provides, and does. John Schnabl said this could be topic or approach to our 2025 in-person ACE Meeting. Perhaps this idea could even be used as part of GWAAR's 3-year plan.
- Rob Wilkinson mentioned that it would be nice to have business cards for board members. Rosanna will gather information from those interested and get some printed.

- Board officer terms will be up next near, so given that, other board members will need to take their places. It would probably be a good idea to send executive and finance meeting invitations to all board members. Their participation will be a way to bring them up to speed and fill the positions with the background knowledge needed to feel comfortable.

## **Executive Directors Report**

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*John Schnabl*

### **Meal Prioritization Tool:**

*Jean Lynch, OAA Consultant Manager*

- The pilot of wrapped up at the end of May. We are doing a lot of data analysis and the tool itself has had a couple tweaks to it. We collected some 702 assessments, which is huge for only a couple months of service. Out of the assessment types, 45% were initial or new home delivered meal clients that were looking to get meals, 55% were reassessments. At the August board meeting we'll do a whole presentation on everything that we've learned. We had a 92% satisfaction rate of using the tool and how easy that was. This is fantastic and we are pleased. 85% of the pilot programs are going to continue using the tool, so that's a huge amount. The Administration for Community Living (ACL) is very interested in using our tool at a federal level. So again, this is all going to rollout on July 1st to all of the nutrition programs in our service area and it is mandatory that they use this specific tool if they have a waitlist, or they want to get ahead of the game and start prioritizing.
- There will be a Teams video meeting on June 20<sup>th</sup> from 2:00-3:00 p.m. talking about the role out of the tool and how it will be used. We are also doing a recorded training for the network and a four session, once a quarter, home delivered meal training which starts June 18<sup>th</sup>. We will discuss different subjects and topics and relay what's going on in the network.

### **Aging Advocacy Day:**

- A very successful Aging Advocacy Day took place on May 8, 2024 and some 200 people attend went to the capitol to advocate on various issues. Thank you to



Janet who always does an amazing job organizing and running this event. For the first time we had more sponsorship money than expenses incurred.

- Attorney Christine Huberty is leaving us unfortunately, so we are now recruiting for her position. Thank you, Christine, for your many years of dedication with GWAAR.
- VA Self-Directed Program has hired another consultant due to expansion of the program.
- Molly Kelly from our Senior Medicare Patrol Program is retiring in July. Thank you, Molly, for all your hard work and happy retirement!
- The WISE Program contract will terminate the end of June. Darice will stay on with GWAAR on a 3-month trial basis under a pilot program Sky is heading up. Sonya will be absorbed by the new organization taking on the program.
- The state is asking ACL, the federal agency that oversees us, for a one-year extension on the spending of unspent ARPA funds.

## **Finance Committee Report**

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*Patrick Metz*

*Dave Hoberg*

### **2023 Audit Update:**

- The 2023 Audit is close to being completed and we should have a completed audit to present at the next board meeting.
- Patrick has responded to the state regarding the 2022 audit correction action plan, and we are just waiting for their response to see if they are requiring anything else of us.
- Regarding segregation of duties, Patrick feels they are adequately staffed at the moment.



### **FSLA Changes for 2025:**

- Effective July 1, 2024, the annual salary thresholds for “white collar” exemptions will increase to \$43,888 (from \$35,568) and increase again on January 1, 2025 to \$58,656 a year. John will update board on how this will impact GWAAR and how it will be dealt with.

### **Accounting Software Update:**

- Patrick is investigating different types of accounting software in hopes of upgrading to a more customizable one that will provide better and easier reporting for GWAAR. The board would like to see an RFP sent out to see side by side comparisons between what the current system does and what future systems can improve on.

### **Financial Statements:**

- Financial Statements were discussed. GWAAR’s position is fairly healthy.

*Motion by Beth Esser, seconded by Rob Wilkinson to approve financial statements as presented and placed on file. Motion unanimously carried.*

### **2024 Budget Forecast:**

- We seem to be on target for this year’s budget and I will continue to inform the board at meetings if we are over or under our budget for 2024.

### **Executive Committee Update**

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*Dave Ostness, Chairman*

### **Health Insurance Rates for 2024-2025**

- An email was forwarded to the Executive Committee from Tandem that GWAAR’s Insurance rates are anticipated to go up 10.7% in September. All other health insurance provider proposals are expected to come in much higher than what we are currently paying.

### **Executive Director Performance Evaluation:**

- The Executive Committee would like to establish a formal evaluation process for John's position of executive director. Dave Hoberg contacted Tandem was told there should be no cost associated with their assistance in this process. This formal evaluation will be brought forward to the board as a heads up. No action will be needed by the board. It is assumed that the board chair will be the lead in this process of contacting and working with Tandem on the executive director evaluation. Dave Ostness and Dave Hoberg will work with Rosanna if they need any assistance with the evaluation process with Tandem.

### **Veterans Self Directed Services Program**

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*Lisa Drouin, VA Program Manager*

- Lisa gave a presentation of the VA Program and how it is growing. The board appreciated learning about the program in a more in-depth level.

### **Advisory Council Update**

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*Jean Lynch on behalf of Nick Musson*

- As part of GWAAR's 2025-2027 Aging Plan, the Advisory Council has contacted and interviewed approximately 24 aging unit directors all over the state.
- GWAAR also sent out surveys to the aging units and we have received approximately 23 responses.
- Once the community engagement is completed, the OAA Consultants will start developing their goals around those focus areas that the state gave us. The focus areas include four program areas: caregiving, health promotion, nutrition, and supportive services. The three value areas are in the plan are: equity, advocacy and person-centered services.
- The Advisory Council's next meeting will be in-person on July 19<sup>th</sup> in Stevens Point. They will be reviewing engagement summaries and goals and discussing the interviews.



## **Advocacy and Public Policy**

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*Janet Zander: Please see written Advocacy Update report for all details*

### **Topics Discussed:**

- I've been spending some time on the governor's Healthcare Workforce Task Force. We are prioritizing the solutions and strategies that we would like to see included in the governor's budget related to the workforce shortage. Our meetings will wrap up in September with our recommendations going to the governor. We also have been moving all around the state. Our last meeting was in Milwaukee. We will find ourselves in Green Bay in June or July.
- I've been also doing a lot of advocacy training and presentations across the state. Lots of training going on for the next 3 months. I've got two scheduled for July and two or three already scheduled for August and one in September. This is a great time for me to get out to parts of the state to provide training for their local board members. There's a lot of interest in engaging board members in more advocacy work on behalf of the departments and agencies. So that's been kind of exciting work.
- I've also been meeting with one of the members of the Wisconsin Aging Advocacy Network and Lucia, our Communications coordinator, to put together some recorded training that could be available both to new directors but also for directors to share with board members. Some of those trainings will be directed to the general public around some topics that we know are getting a lot of attention right now, like Social Security, Medicare, and the Older Americans Act. We're working on some training that could be recorded and stored in a variety of different places, including GWAAR's YouTube channel, which would make it readily available to a lot of people.
- We don't have much happening in the state legislature and we don't have a lot of budget work, although we'll be scheduling our budget meetings with departments as they put together their budget, so I'm gathering a small group of folks who are interested in meeting with the Department of Health Services and the Department of Transportation.
- Lastly, GWAAR is part of the Wisconsin Coalition for Social Connection. At our next meeting, we're going to be talking about how to create policy champions within that coalition, so that as policy is introduced that would impact on people's ability to stay connected to their communities, we would be able to

evaluate, identify that policy, and bring some recommendations to the coalition. The coalition could take action in a way that would allow us to act on some of those advocacy alerts and efforts going on. If this is successful, I think it's a model that I could see used in a number of the coalitions that I'm in that struggle with the action part. I'm excited to see where this goes and to think about identifying within the many coalitions that we're involved in, how they could have a group that really would be focused on advancing public policy in the particular topic area.

- GWAAR has the opportunity to be part of a Meals on Wheels sign-on letter that calls for roughly doubling the amount of funding that's currently going to 3C nutrition programs. I am asking that this be an action item for the GWAAR board to vote on.

*Motion by Rob Wilkinson, seconded by Bob Borremans to have the GWAAR board chair sign a Meals on Wheels sign on letter that calls for roughly doubling the amount of funding that's currently going to the title 3C nutrition program. Motion unanimously carried.*

### **Bureau on Aging and Disability Resources**

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*Laura Langer, Program Administrator, Senior Community Service Employment Program (SCSEP) (WISE), BADR*

- I wanted to just report that the 2024 budget showed very little increase to the Older American Act Title III Programs. It was actually less than \$1,000,000 for the entire state, so that has to be shared with all 72 counties. For planning purposes, counties and tribal nations were asked to base their current budgets using their 2022 budgets. So therefore, they're going to see a slight increase in what they receive versus what was budgeted. But as we know, the cost of the programs have also increased considerably and are going to be much higher.
- The second item I wanted to bring up was the social isolation and loneliness and livable community grant notifications were sent out in May. There were 89 applicants between the two grants, with 37 notifications of award. Twenty-five of those were in social isolation and loneliness, and twelve with livable communities. Helen Sampson is our program administrator for these





grants and I can put a link in the chat and send it to Rosanna so you can actually take a look and see where those grants are and in which communities.

- Finally, the WISE program is winding down with GWAAR, and I personally would like to thank John, Sky, Darice and Sonya for implementing this program for many years and I want to extend my sincere appreciation for their assistance these past few weeks as we're working through this transition. Everyone's help is making this as seamless as possible.

**Adjournment: 1:13 p.m.**

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**Next Meeting Date: August 9, 2024 Stevens Point**

**Meeting Dates for 2024**

**February 9, 2024**

**April 12, 2024**

**June 14, 2023**

**August 9, 2024**

**October 11, 2024**

**December 6, 2024**

*Rosanna Mazzara, Operations Coordinator; Recorder*