

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

Date: Monday, December 13, 2010

Time: 8:15 a.m.

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

REGULAR MEETING

ATTENDANCE:

Members Present: Arthur Carlson, Chair, Tommy Lee Bychinski, George Johnson, Andrea Lombard

Others Present: Marty Krueger, Sauk County Board of Supervisors Chair, Tony Tyczynski, Sauk County Veterans Service Officer, Trish Vandre, Aging & Disability Resource Center of Sauk County Director, Lee J. Roundy, Aging & Disability Resource Center of Sauk County Fiscal Accounting Technician

Absent: Peter Murray

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

ADOPT AGENDA: Motion by T. Bychinski to adopt the Agenda, second by A. Lombard.
Motion carried.

ADOPT MINUTES OF PREVIOUS MEETING: Motion by A. Lombard to approve the November 8, 2010 Minutes, second by G. Johnson. **Motion carried.**

PUBLIC COMMENT: None registered.

COMMUNICATIONS: T. Vandre stated that she received an e-mail request from a LaValle home delivered lunch volunteer and responded to that request and copied A. Carlson on that communication.

AGING & DISABILITY RESOURCE CENTER ADVISORY COMMITTEE UPDATE:
No update available.

AGING & DISABILITY RESOURCE CENTER OF SOUTHWEST WISCONSIN – NORTH BOARD UPDATE: T. Vandre presented information from the most recent meeting for Committee discussion.

WISCONSIN COUNTIES ASSOCIATION’S “CREATING AGING-FRIENDLY COMMUNITIES” SEMINAR UPDATE: A. Lombard and A. Carlson presented information from the seminar for Committee discussion.

VETERANS/AGING & DISABILITY RESOURCE CENTER STAFF RESOURCES UPDATE: T. Vandre and T. Tyczynski presented information from the most recent meeting for Committee discussion.

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BUSINESS ITEMS:

A. Veterans Service Office

1. Veterans Service Office Update: T. Tyczynski distributed and presented the highlights from the November/December 2010 Departmental Update.
2. Veterans Service Office Statistics/Trends: Tabled until January 2011 Regular Meeting.
3. Consider Approval of Monthly Vouchers: Motion by T. Bychinski to approve the November 2010 Vouchers, in the amount of \$859.89, second by G. Johnson. **Motion carried.**

B. Aging & Disability Resource Center

1. Public Opening of 2011 Nutrition Program Catering Proposals and Consider Approval of Resolution to Authorize the Aging & Disability Resource Center to Contract for the Provision of Lunches for the 2011 Nutrition Program: There was only one Proposal received by the Sauk County Clerk's Office and opened by the Committee. Motion by A. Lombard to approve Resolution No. 132-10 to authorize the Aging & Disability Resource Center to contract with Feil's Catering for the provision of lunches for the 2011 Nutrition Program at \$4.35 per lunch with the option to extend the contract for one year, through December 31, 2012, upon prior authorization by the Committee, second by G. Johnson. **Motion carried.**
2. Consider Approval of Writing-Off Invoice Nos. 197, \$181.48, 200, \$202.42, and 320, \$33.60, Due to Non-payment: Motion by T. Bychinski to approve writing-off Invoice Nos. 197, \$181.48, 200, \$202.42, and 320, \$33.60, due to non-payment, second by G. Johnson. **Motion carried.**
3. Consider Approval of Repealing the Aging & Disability Resource Center's Older Americans Act Programs Private Pay Policy: Motion by T. Bychinski to approve repealing the Aging & Disability Resource Center's Older Americans Act Programs Private Pay Policy, second by A. Lombard. **Motion carried.**
4. Aging & Disability Resource Center Director Update: T. Vandre presented the highlights from the November/December 2010 Departmental Update.
5. Aging & Disability Resource Center Service Statistics/Trends: T. Vandre and L. Roundy distributed and presented service statistics and trends through October 31, 2010.
6. Review the 2010 LivingWell Expo Financial Statement of Cash Flows: L. Roundy distributed and presented the Statement for Committee discussion.
7. Review Monthly Financial Statements: L. Roundy presented the current financial statements and entertained any questions.
8. Consider Approval of the Monthly Vouchers: Motion by T. Bychinski to approve the November 2010 Vouchers, in the amount of \$50,298.86, second by A. Lombard. **Motion carried.**

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NEXT MEETING: The next Regular Aging & Disability Resource Center Committee Meeting will be held Wednesday, January 12, 2011 at 8:15 a.m. at the West Square Building, 505 Broadway, Baraboo.

ADJOURNMENT: Motion by T. Bychinski to adjourn the Aging & Disability Resource Center Committee at 10:08 a.m., second by A. Lombard. **Motion carried.**

Signed by: A. Lombard, Secretary