



Dane County

Minutes - Draft

Area Agency on Aging Board

Consider:

Who benefits? Who is burdened?

Who does not have a voice at the table?

How can policymakers mitigate unintended consequences?

Monday, October 4, 2021

3:45 PM

via Zoom

The Monday October 4, 2021 AAA Board meeting is being held virtually. The public can access the meeting with the Zoom application or by telephone.

To join the meeting in Zoom, click the following link (after you fill out the form, the meeting link and access information will be emailed to you):

https://us02web.zoom.us/webinar/register/WN_DFiwE4Uhr-2K72TfTHR4iA

This link will be active until the end of the meeting.

To join the meeting by phone, dial-in using one of the following three phone numbers:

1-833-548-0276

1-833-548-0282

1-888-788-0099

When prompted, enter the following Webinar ID: 858 0817 0705

If you want to submit a written comment for this meeting, or send handouts for committee members, please send them to MATULLE.CINDY@COUNTYOFDANE.COM. In the subject line please state: Written Comment for this meeting or Handouts for this meeting. Please include the name of the meeting and date.

PROCESS TO PROVIDE PUBLIC COMMENT: ANY MEMBERS OF THE PUBLIC WISHING TO REGISTER TO SPEAK ON/SUPPORT/OPOSE AN AGENDA ITEM MUST REGISTER USING THE LINK ABOVE (even if you plan to attend using your phone).

Registrations to provide public comment will be accepted until 30 minutes prior to the beginning of the meeting.

Staff & Guests Present: Cheryl Batterman, Todd Campbell, Laura Langer, Cindy Matulle, Carrie Springer, and Angela Velasquez.

A. Call To Order

Chair RATCLIFF called the meeting to order at 3:46 pm.

Board members gave a brief introduction for the three new members: Dr. Diane Farsetta, Gail Rutkowski, and Tom Rux.

- Present** 8 - DONALD ASHBAUGH, SRIDEVI MOHAN, Supervisor MELISSA RATCLIFF, Supervisor RICHELLE ANDRAE, Supervisor KATE MCGINNITY, Diane Farsetta, Supervisor GAIL RUTKOWSKI, and THOM RUX
- Absent** 3 - BILL CLAUSIUS and TED BUNCK, and Supervisor LARRY PALM

B. Consideration of Minutes

Motions made by ANDRAE for both minutes, seconded by MCGINNITY, to approve the minutes. The motion carried by the following vote:

- Ayes:** 8 - ASHBAUGH, MOHAN, RATCLIFF, ANDRAE, MCGINNITY, Farsetta, RUTKOWSKI and RUX

- Absent:** 3 - CLAUSIUS, BUNCK, and Supervisor LARRY PALM

[2021 MIN-322](#) Minutes from August 2, 2021

Attachments: [2021_0802 AAA Board Minutes](#)

[2021 MIN-323](#) Minutes from September 13, 2021

Attachments: [2021_0913 AAA Board Minutes](#)

C. Action Items

- Present** 9 - DONALD ASHBAUGH, SRIDEVI MOHAN, Supervisor MELISSA RATCLIFF, Supervisor RICHELLE ANDRAE, Supervisor KATE MCGINNITY, Supervisor LARRY PALM, Diane Farsetta, Supervisor GAIL RUTKOWSKI, and THOM RUX
- Absent** 2 - BILL CLAUSIUS and TED BUNCK

1. 2022 Meeting Schedule

AAA Manager Cheryl Batterman inquired if Board members supported continuing the current AAA Board meeting schedule (first Monday/month of the month at 3:45pm) or if a change was needed.

A motion was made by ASHBAUGH, seconded by ANDRAE, to approve the current meeting date and time for AAA Board meetings. The motion carried by the following vote:

- Ayes:** 9 - ASHBAUGH, MOHAN, RATCLIFF, ANDRAE, MCGINNITY, PALM, Farsetta, RUTKOWSKI and RUX

- Absent:** 2 - CLAUSIUS and BUNCK

2. AAA Committee Appointments

Batterman reported new Board members Gail Rutkowski requested appointment to the AAA Legislative/Advocacy Committee and Diane Farsetta to the AAA Access Committee. Thom Rux was appointed to the AAA Nutrition/Wellness Committee last month. This still leaves an opening on the Nutrition/Wellness Committee for a community member to fill.

A motion was made by RUTKOWSKI, seconded by MCGINNITY, to approve the appointment of two new AAA Board members to the standing AAA Committees as presented. The motion carried by the following vote:

Ayes: 9 - ASHBAUGH, MOHAN, RATCLIFF, ANDRAE, MCGINNITY, PALM, Farsetta, RUTKOWSKI and RUX

Absent: 2 - CLAUDIUS and BUNCK

3. AAA Legislative/Advocacy Committee Recommendation

Batterman reported all three Area Agencies on Aging (AAA), GWAAR, Dane, and Milwaukee Counties, recently received confirmation the anticipated and budgeted 2020 Title III-C1 carryover funds had lapsed back into the State's General Fund on 6/30/21. Representatives from all three AAA's met with Office on Aging staff on 9/20/21 to discuss this shortfall—how it happened, what could be done about it, and how could we ensure this doesn't happen again. Initial estimates of lapsed revenue included \$178,000 (Dane County), \$750,000 (Milwaukee County), and \$2.5 million (GWAAR). All three AAA's followed the policy direction and language from the State to spend new federal funding first as State GPR matching funds would carryover and be available to cover the cost of meals through the end of 2021. Batterman and Velasquez met with AAA Board Chair Melissa Ratcliff and AAA Legislative/Advocacy Committee Chair Esther Olson on 9/22/21 to alert them of the situation. Fortunately due to an oversight by the State, a federal COVID payment (CCA-2 funds) of \$198,000 had been received earlier this year but had not yet been spent as the State had not made the required annotations in the claiming system. In absence of a response or resolution from the State, GWAAR made the difficult decision to notify their 70 counties and 11 tribes on 9/27/21 and instructed them to immediately hold off spending their 2020 carryover funds.

Board members discussed who besides the State Office on Aging should receive a copy of the letter. A recommended timeframe for the State to respond back was one week.

A motion was made by MCGINNITY, seconded by MOHAN, to approve the draft letter requesting a response from the Office on Aging acknowledging the severity of the situation, addressing how this will be corrected going forward, and requesting funding to replace Dane County's lapsed meal funding. The motion carried by the following vote:

Ayes: 9 - ASHBAUGH, MOHAN, RATCLIFF, ANDRAE, MCGINNITY, PALM, Farsetta, RUTKOWSKI and RUX

Absent: 2 - CLAUDIUS and BUNCK

[2021](#)
[ACT-233](#) Leg-Adv Committee Recommendation-Office of Aging

Attachments: [Leg-Adv Committee Recommendation 100421 DHS Office on Aging Letter](#)

4. AAA Client-Centered Case Management Standards

Batterman reviewed the updated Case Management Standards which reflects culturally and linguistically appropriate case management services. The AAA Access Committee approved this document on 7/6/21.

A motion was made by MCGINNITY, seconded by Farsetta, to approve the updated Case Management Standards. The motion carried by the following vote:

Ayes: 9 - ASHBAUGH, MOHAN, RATCLIFF, ANDRAE, MCGINNITY, PALM, Farsetta, RUTKOWSKI and RUX

Absent: 2 - CLAUDIUS and BUNCK

[2021](#)
[ACT-230](#) AAA Client-Centered Case Management Standards

Attachments: [AAA CM Standards Working Standards](#)

[2021](#)
[ACT-234](#) Access Committee Recommendation-CM Standards

Attachments: [Access Committee Recommendation 100421 CM Standards](#)

D. Presentations

1. Legistar

AAA Clerk III Cindy Matulle provided training for Board members on how to use Legistar to look up meeting agendas, minutes, and dates for any Dane County Committee. Members were shown how to search for legislation and how to sign up for notification via email of selected information posted in Legistar.

E. Reports to Board

1. 2022 AAA Budget Priorities

Batterman reported County Executive Joe Parisi included all four 2022 AAA Budget Priorities in his 2022 budget proposal.

2. State and Federal Report

Laura Langer of the WI Bureau of Aging reported the first of two ARPA funding distributions have been sent to all the counties. The second distribution of funds will be October 2022. State is working on their Aging Plans and incorporating goals and ideas from all county aging plans.

3. Board Member Reports

RATCLIFF summarized the minutes from the committees.

<https://dane.legistar.com/Calendar.aspx>

a. AAA Access Committee

MOHAN presented highlights from the October 4, 2021 meeting.

[2021](#) 9/13/21 Meeting Minutes

[RPT-478](#)

Attachments: [2021_0913_AAA_Access_Committee_Minutes](#)

Next Meeting: Monday October 4, 2021 at 2:00pm via Zoom

b. AAA Legislative/Advocacy Committee

[2021](#) 7/28/21 Meeting Minutes

[RPT-479](#)

Attachments: [2021_0728_AAA_Legislative-Advocacy_Comm_Mtg_Minutes_DRAFT](#)

Meeting on 9/29/21 minutes are not yet available.

Next Meeting: Wednesday October 27, 2021 at 9:00 am via Zoom

c. AAA Nutrition/Wellness Committee

[2021](#) 9/14/21 Meeting Minutes

[RPT-480](#)

Attachments: [2021_9014_AAA_Nutrition-Wellness_Committee_Minutes](#)

Next Meeting: Wednesday November 3, 2021 at 11:30 am via Zoom (Last meeting of the year)

d. Dane County Health & Human Needs Committee

PALM reported housing options for the homeless was discussed.

[2021](#) 9/2/21 Meeting Minutes

[RPT-481](#)

Attachments: [9.2.21_HHN_Minutes](#)

Meeting on 9/30/21 minutes are not yet available.

Next Meeting: Thursday October 14, 2021 at 5:30 pm via Zoom

e. Dane County Specialized Transportation Commission

[2021](#) 9/23/21 Meeting Minutes
[RPT-482](#)

Attachments: [2021_923 STC Meeting Minutes](#)

Next Meetings: Public Hearing, Wednesday October 20, 2021 at 5:30 pm via Zoom on s85.21 County Elderly and Disabled Transportation 2022 Application

Next Commission Meeting: Thursday October 21, 2021 @ 5:15 pm via Zoom

4. Diversity Work Group

Batterman reported a staff member from Dane County’s Office of Equity & Inclusion is attending the 12/8/21 AAA Legislative/Advocacy Committee meeting to discuss possible collaboration opportunities with the work group.

5. Age Discrimination Update

Batterman will be sending the videos to the new AAA Board and Committee members. Discussion of videos will happen at the AAA Legislative/Advocacy Committee meeting.

6. 2022-2024 Dane County Aging Plan

Batterman went over the Aging Plan timeline and shared all of the progress to date. Final steps include approval of the draft goals by the AAA Board and a Public Hearing for input from the community for the complete draft plan.

[2021](#) 2022-2024 Dane County Aging Plan Timeline
[RPT-517](#)

Attachments: [2022-2024 Dane County Aging Plan Timeline 091421](#)

[2021](#) 2022-2024 Dane County Aging Plan Goals
[RPT-520](#)

Attachments: [2022-2024 Dane County Aging Plan Goals Strategies DRAFT](#)

[2021](#) Public Hearing Notice
[RPT-521](#)

Attachments: [Public Hearing Notice Half page](#)

7. Chair & Staff Reports

Chair RATCLIFF asked Board members for feedback concerning the new agenda and meeting format. Redistricting of County Supervisor's districts could affect area served. A public hearing for community input is 10/14/21.

Batterman reported this is an extremely busy time as AAA staff are facing pending deadlines to complete two large projects: POS contracts (which include final funding reports) and end of fiscal year SAMS data collection and reports. Work also continues on the Dane County Aging Plan, Case Management Survey, and responding to pandemic changes.

F. Future Meeting Items and Dates

Next meeting: Monday, 1 November 2021, 3:45pm via Zoom

G. Public Comment on Items not on the Agenda

None.

H. Such Other Business as Allowed by Law

None.

I. Adjournment

A motion was made by MCGINNITY, seconded by ASHBAUGH, that the meeting be adjourned at 5:32pm. The motion carried by the following vote:

Ayes: 9 - ASHBAUGH, MOHAN, RATCLIFF, ANDRAE, MCGINNITY, PALM, Farsetta, RUTKOWSKI and RUX

Absent: 2 - CLAUDIUS and BUNCK

Minutes respectfully submitted by Cindy Matulle, AAA Clerk III