# Wyoming Senior Services Board Meeting

November 19, 2010 Riverton Senior Center, Riverton, WY

#### In Attendance:

WSSB members: Jo Maxfield-Cox, Ky Dixon, Joyce Corcoran, Terri Newman, Tim Ernst, Connie Owen

Other participants: Liz Vigil, Tina Saunders, Dick Cuthbertson, Sue Carey, Lindy Linn, Jeanine Cox, Sarah Blakeman, Terry Hinkle, Betty Sones, Lindsay Henley, Denise Anderson, Marge Myers, Jeri Bottenfield, Roni McAuslan, Cy Lee, Charlie Simineo

The meeting was called to order at 9:00 a.m. by Chair, Jo Maxfield-Cox

# Roll call through self introductions

# Approval of Minutes

Ky Dixon made a motion to approve the minutes from the September 24<sup>th</sup> meeting. Connie Owen seconded the motion and it passed unanimously.

# Approval of Quarterly Reports

Ky Dixon made a motion to approve WSSB 1<sup>st</sup> quarter reports and Joyce Corcoran seconded the motion. The motion carried unanimously.

#### Black Coal Request to Revise Basic Grant

Joyce Corcoran made a motion to allow Black Coal to revise its basic grant for the  $2^{nd}$ ,  $3^{rd}$ , and  $4^{th}$  quarters. Connic Owen seconded the motion and the motion passed unanimously.

### Policy Revision for Silver Haired Legislature - policy attached

Joyce Corcoran made the motion to elect up to three representatives to attend the National Silver Haired Congress, two senators and one legislator. Funding will be a total of \$3,000 or \$1,000 per representative. Ky Dixon seconded the motion and the motion carried unanimously.

Note: There will be only two representatives from Wyoming at the next NSHC but there will be \$3,000 available for them.

#### Silver Haired Legislature

Joyce Corcoran made a motion to transfer the allowable \$1499 to pay for Silver Haired Legislature expenses. Ky Dixon seconded the motion and the motion passed

unanimously.

#### Revised Forms

Thanks to Jan Dickeson for revising the basic and formula quarterly report form. Narratives will be required for the annual WSSB grants, but will be eliminated for all but the fourth quarterly reports.

#### Schedule of Events

January 21st - WSSB meeting in Chevenne at Little America - 10:00 a.m.

March 18th - WSSB meeting in Riverton

May 3, 4, 5 - Conference on Aging at Little America in Chevenne

May 6th - WSSB meeting in Chevenne at Little America

July 22nd - WSSB meeting in Casper

September 23<sup>rd</sup> - WSSB meeting in Riverton November 18<sup>th</sup> - WSSB meeting in Riverton

April 8th - FY 2012 WSSB grant proposals due.

April 8th - 25th - WSSB members to review grants and requested revisions.

April 13th - Train new WSSB board members in Casper

April 25th - WSSB deadline for report and grant approval

May 6th - All correctly completed grants will be approved for FY 2012 funding.

# Emergency Grant Update

Joyce Corcoran made the motion to approve Niobrara Senior Center's emergency grant request of \$4035.00 for repairs to the walk in freezer and kitchen air conditioner. Ky Dixon seconded the motion and the motion passed unanimously.

Joyce Corcoran made a motion to approve the emergency grant request from Natrona County Meals on Wheels for the amount of \$3988.00 for a new ice machine. Connie Owen seconded the motion. The motion carried unanimously.

Note: When writing grants, please round up or round down the numbers.

#### WSSB Rules - attached

Ky Dixon made a motion to approved the amended WSSB rules and Joyce Corcoran seconded the motion. The motion passed unanimously.

The rules will now go to the Attorney General's office. After approval, the rules will be ready for public comment for forty five days. WSSB will address any comments. If there are no comments, the rules will be go to the Governor's office for a signature.

Policies for Approval and Publishing on WSSB Website (policies attached)

Joyce Corcoran made a motion to pass the policy specifying the determinants of an eligible meal site. Connie Owen seconded the motion and the motion passed unanimously.

The WSSB policy specifying the determinants of an eligible meal will be tabled until the January meeting.

Ky Dixon made a motion to pass the policy relating to the original wage supplement grant begun in WSSB's FY 2008. Connie Owen seconded and it passed unanimously. Joyce Corcoran made a motion to pass the WSSB policy requirement related to second half funding of the formula grant. Ky Dixon seconded the motion and it carried unanimously.

Joyce Corcoran made a motion to accept the WSSB Direct Care Policy and Ky Dixon seconded the motion. The motion passed unanimously.

Approval of Funding for Wyoming Department of Employment Wage Survey
Joyce Corcoran made a motion to approve funding of \$3000.00 for a wage survey.
Connie Owen seconded the motion and the motion carried unanimously.

December 30<sup>th</sup> is the deadline for directors to return their survey information. Information has to be submitted to the Department of Employment by January 30<sup>th</sup>.

Report from the Aging Division - Tim Ernst

The Aging Division expects no staff changes when the new governor takes office. Tim demonstrated the UTSE bags (unable to self evacuate).

Report from WASPD - Sarah Blakeman, president

The last WASPD meeting was held in Riverton on October 14<sup>th</sup> and 15<sup>th</sup>. Unconsumed meals - leftovers are now allowed to be taken home by seniors. Report cards - projects will grade Aging Division.

Jamie Loveall will take over as president of WASPD in October, 2011.

WASPD will ask the governor to replace the \$1.4 budget revision made to the original Wage Supplement Grant.

January 20 - Cost for service training in Cheyenne from 9:00 a.m. - 5:00 p.m. March 2 - Legislative Banquet at the AARP Building in Cheyenne.

Report from Advisory Council on Aging - Terri Newman

Training meeting in Casper on December 8th at the Oil and Gas Building.

Advisory Council Meeting - December 9th - 8:30 a.m.

Joyce Corcoran resigned her position on the WSSB Board

Adjournment - 2:00 p.m.

Connie Owen made a motion to adjourn the meeting and Ky Dixon seconded the motion. Motion passed unanimously.

Respectfully submitted,

Connie Ower

Connie Owen

WSSB Secretary

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