



Aging & Disability Resource Center Advisory Committee  
Minutes of Meeting

Tuesday, February 7, 2017

**Call to Order**

The meeting was called to order by Ronk at 1:00 p.m.

**Roll Call**

Present: Earlene Ronk, Chair; Carolyn Niebler, Russell Kutz, Marcia Bare, and Ellen Sawyers.

Also Present: Sharon Olson and Dominic Wondolkowski, staff and Ella Reinel, community member.

**Certification of Compliance with Open Meetings Law**

Olson certified compliance.

**Approval of Agenda**

The agenda was reviewed and approved in a motion made by Bare, seconded by Sawyers and passed unanimously.

**Approval of 12/6/2016 Minutes**

A motion to approve the 12/6/2016 minutes was made by Kutz, seconded by Bare and passed unanimously.

**Communications**

Ronk read a letter for the Great Wisconsin Area on Aging Resources (GWAAR). The letter was to inform the committee that the 2017 Aging Plan Budget was approved and thanked the committee for all of the work that they do.

**Public Comment**

None

**Advocacy Updates:**

Olson shared information sent by Janet Ander's , Advocacy & Public Policy Coordinator from GWAAR, presentation that she attended on January 6<sup>th</sup>: Key Issues in Public Policy: Advocacy: the "Who, What, When, Where and Why." Janet discussed policy issues that may impact older adults and people with disabilities, such as changes to Medicare, Affordable Care Act and Medicaid. Building a relationship with your Senator or Representative on how state programs are working to help their constituents, sharing stories. The committee discussed that maybe in the future ask Janet to speak with the committee and invite the public.

### **Discussion: ADRC Report**

Wondolkowski undated the committee on the following items:

Key Outcome Indicators for December 2016 were presented since we did not have a January meeting. I & A staff were 100% in compliance, providing 20 out of 20 home visits within 7-days of the consumer's request. Wondolkowski reviewed one timeline change per the 2017 ADRC Contract, namely home visits must now be conducted within 10-days of the customer's request.

Wondolkowski explained the 2017 Key Outcome Indicator (KOI) or goal for I & A staff will be for Long-Term Care Functional Screens (LTC FS) to be calculated within 14-days from the date the LTC FS was administered. One additional day is allowed (15-days total) if there is a holiday during the two-week period following the screen date. LTC FS determines functional eligibility for long-term care Medicaid programs in Wisconsin. In January 2017, I & A staff provided 15 LTC FS ; 11 of the 15 (73.3 %) were calculated within 14-days.

Effective 1-9-17, DHS implemented "target group automation" for functional screens. The difference between how target groups were determined in the past through definitions and decision trees verses current target group automation based on diagnoses was reviewed.

Feb. 1st-ADRC Director's Meeting: There was discussion about volunteerism since the ADRC budgets have been flat for several years with no increase in the budget anticipated for 2017 and beyond. ADRC of Jefferson utilizes volunteers for the meal sites, driver program, etc. Having volunteers to spread the workload is great, however, concerns about HIPPA, liability, etc. must also be considered.

Wondolkowski explained as of 1-1-17, ContinuUs did merge with Western Wisconsin Cares and Community Care Connections of Wisconsin to form Community Link, Inc. Still pending is the bid by a new MCO- "My Choice" to provide Family Care long term services to region 5, which includes Jefferson County. The ADRC/MCO/TMG and IM Roundtable group met again on 2-10-17. DHS has requested each ADRC to renew their Enrollment and Disenrollment Plans with MCO's within the ADRC service area. Plans remain unsigned.

### **Discussion: Nutrition Program and Updates:**

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Since our last meeting, Maria Peterson has resigned and we have interviewed candidates and will have our selection this week to offer and will hopefully have this position filled by our next meeting. Olson shared the Senior Dining and Home-Delivered- Meal Satisfaction Surveys Power Point that GWAAR created. Out of 133 responses, only one shared that the food taste was poor, 5% answered that it was fair, 40% shared the food was good, while 40 % shared that the food was very good and 12% answered excellent. A very concerning element is that 12 out of 36, or 1/3 of the participants who responded that receive home delivered meals and 8.7% or 8 out of 92 participants answered that without these meal, there would be days that they do not get enough to eat. We will need to look into this concern as one of our goals is that 100% of our seniors completing the satisfaction survey report that they are not experiencing hunger or food insecurity. Another take away is that for home delivered

meals, 2 out of 10, requested a Saturday meal. Of the congregate surveys, 6 out of the 41 that responded on that question are asking for the meal to be at 11:30 instead of 11:15.

#### **Discussion: Adult Protective Services 2016 WITS Reports and Updates**

Olson shared information on the 2016 WITS – Wisconsin Incident Tracking System Report that the Adult Protective Services Staff, Shelly and Mark, report their incidents/allegations. Highlights: 60+ populations there were, 63 incidents were reported, 28 were substantiated abuse; 37% were self-neglect issues, and 29% were financial exploitation; 3 incidents were life threatening with zero deaths. 18-59 population - there were, 10 incidents were reported, 2 were substantiated abuse; zero incidents were life threatening with zero deaths. Committee members would like quarterly APS updates.

#### **Discussion and Reviewed ADRC Reliability and Consistency of ADRC Functional Screening and Option Counseling Report:**

Wondolkowski explained 2015 Wis. Act 55 required the Dept. of Health Services to evaluate LTC FS and Options or Enrollment Counseling and then submit a report to the Joint Committee on Finance by 1-1-17. Wondolkowski explained LTC FS determines functional eligible for community based long term care through one of Wisconsin's Medicaid Waiver programs. Options counseling, which includes enrollment counseling helps people make an informed –decision about enrollment in one of the waiver programs. The report by DHS concluded functional screens and options counseling provided by ADRC's is both reliable and consistent. Although there is no one measure of reliability and consistency, data from different sources supported DHS'S conclusion including (1) 2016 survey from Analytic Insight- Dr. Amy Flowers; (2) 95% passer rating for all ADRC screeners who took the Continuing Skills Test (CST) to maintain screener licensure; (3) Screener consistency-90-92% of screens performed by ADRC in 2015-16 determined the same level of care need as first subsequent screens performed by another entity; (4) Low Rate of Appeals of Eligibility (only 0.02% of functional screens completed by ADRC in 2015 were appealed); (5) for enrollment counseling -95% of the 658 customers surveyed by Analytic Insight felt they received enough information to make an informed choice. Consumers felt confident in their LTC decision-making.

#### **Discussion and review of 2016 Aging Unit Self-Assessment Plan:**

Olson handed out the 2016 Aging Unit Self-Assessment to the committee members. The plan will be reviewed at our next meeting for goals met in 2016, but Olson would like committee member's implementation input for goals set for 2017.

#### **Discussion Transportation program Updates:**

Olson shared that the 85.21 Annual Financial Report is due March 15<sup>th</sup> so we will be reviewing for committee approval at our next meeting. Olson shared that the city of Fort Atkinson is working on a grant through Easter Seals and has requested input. She will share more detail when known.

**Discussion Transportation program Updates:**

Olson shared that when reviewing the 2017 Annual Update she noticed that some members terms will be retiring. We will review at our next meeting.

**Discussion of possible agenda items:**

Olson asked for suggestions from the committee on topics of interest. Elder Benefit Specialist highlights and to work on an event with GWAAR for advocacy.

**Adjourn**

A motion to adjourn was made by Bare, seconded by Niebler and passed unanimously.

Respectfully submitted,

Sharon Olson, Manager  
Aging & Disability Resources Division