



Aging & Disability Resource Center Advisory Committee  
Minutes of Meeting  
Tuesday, November 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, Connie Stengel, Russell Kutz, Marcia Bare, Ellen Sawyers, & Jeanne Tyler

Also Present: Sharon Olson, Leigh Fritter and Dominic Wondolkowski, ADRC Staff.

**Certification of Compliance with Open Meetings Law**

It was determined that the committee was in compliance with the Open Meetings Law.

**Approval of Agenda**

Motion to approve by Marcia Bare, second by Carolyn Niebler. Approved unanimously.

**Approval of 10/03/2017 Minutes**

Russ Kutz made a motion to approve the October 3, 2017 meeting minutes as written, Connie Stengel seconded. Motion carried 7/0.

**Communications**

None.

**Public Comment**

None.

**Advocacy Updates from from GWAAR – Greater Wisconsin Agency on Aging Resources and /or ORCD – Office of Resource Center Development:**

**From Janet Zander – GWAAR Advocacy & Public Policy Coordinator**

1. **2017-2019 State Budget Update** - The Governor signed the budget on 9/21/2017 with changes of Health Aging Grants to fund evidence based health promotion programs no funded. Budget provides a 2% increase (\$278,300 the first year and \$562,200 the second year in Specialized Transportation (s85.21). A Medicaid Personal Care rate increase of 2% in each year of the budget, permanent funding to continue the 19 existing Dementia Care Specialists and expand to 24 beginning in 2017-18 and Alzheimer's research funding - \$50,000 in each year of the budget for the UW Alzheimer's Disease Research Center.
2. **A Package of Bills to watch for the next couple of weeks:**
  - Palliative Care Council Bill - to establish a palliative care council within DHS
  - Dementia Specialist Certification Program Bill – creates a Dementia Specialist Certification program
  - Silver Alert Bill Revision - requires law enforcement to refer the person to a local ADRC and a review from the DOT to determine if restrictions should be imposed.
  - Alzheimer's Disease and Palliative Care Awareness bill – Funds \$500,000 in 2017 -19 for DHS to award grants for community programs to increase awareness

- Uniform Adult Guardianship and Protective Proceedings Jurisdiction Bill - consistent with new national bill and Wisconsin terminology.
- Caregiver Tax Credit Bill – income tax credit for certain expenses incurred by a family to assist a qualified family member. Twenty-six states offer dependent care tax credits or deductions.

**3. Long Term Care Investment Program Bill LRB 1187/1** – Allows individuals to invest in their own long term care account administered by DHS.

**Discussion: ADRC Report:**

For the fourth month in a row, the KOI was met; 26 FS were calculated within 14-days. Wondolkowski asked the Advisory Board for input regarding a 2018 KOI.

Wondolkowski and Olson attended the ADRC Director’s Meeting on 11-1-17. Items presented included: (1) Surveys completed by ADRC Directors about Office of Resource Development (ORCD) staff performance. Overall, there was neutral to favorable response that ORCD is timely to share information, reply to questions, provide technical assistance and knowledge level of ORCD staff. Written comments/areas of improvement included: unclear if information shared is final, written communication lags verbal. Also, direction by ORCD to ADRC ‘s-Roles and Responsibilities—staff get a “popcorn” feeling on where to focus energies on; (2) Provider Influence—many ADRC’s experience either MCO staff or SHC services influencing new PF LTC members to enroll in a certain program in order to receive a certain service. This is strictly forbidden per DHS policy. There is some undocumented provider influence in Jefferson County. (3) Money Follows the Person Demonstration has been approved for 2018. Under the demonstration, ADRC’s receives enhanced federal match for work with NH relocations; (4) IRIS update-there are 15,000 members enrolled statewide. In 2018, a new requirement the provider of service must obtain an electronic signature from the member as proof service was rendered; and (5) statewide marketing effort by DHS through contract with marketing company KW2.

ADRC Business Plan (required in 2018 Contract) is due the same time as the Annual Update (due date TBA). Wondolkowski reviewed the 2017 Business Plan. Emphasis is to reach more elderly since 1/3 of the population in Jefferson Co. is 62 and older with only a 3.4% market penetration. Through ten months of 2017, 69% of the contacts (compared to 68% in 2016) have involved the age group 60-150.

**Senior Dining Program Updates:**

Leigh Fritter discussed the discussed the Fall Nutrition Staff Training, and the topics that were discussed such as the active shooter training, Qi Jong exercise and meditation, and the opportunity for the site managers from each of the regional counties to discuss what they felt were their strengths, weaknesses and what they learned from the training that they would like to incorporate into the Senior Dining Program.

Fritter noted that the Cambridge meal site which is ran through Dane County would continue to receive funding through Dane County and will be open the two days a week as it had been previously. Fritter also discussed that she and Sharon Olson would be attending a meeting with staff from the Watertown Regional Hospital and Dodge County to review what would be happening with the Watertown Meals on Wheels program as Perkins restaurant closed and they were the provider of the meals to the Watertown program.

The council was notified that there had been a decrease in congregate and home delivered meals delivered in the 2016-2017 fiscal year; congregate meals decreased 2% from 2016 to 2017, and home delivered meals had a decrease of 5% from 2016-2017. Though there has been a decrease in meal numbers, there has been an increase in the rate of participants in both programs over the 2016-2017

fiscal year. There was an increase of 102 participants at the congregate meal sites, and an increase of 29 meal participants receiving home delivered meals through the fiscal year. Leigh noted that when events are occurring at the meal sites such as the Veteran's Day party in Fort Atkinson or the Birthday Parties at the Watertown site have helped in increasing participation rates at congregate meal sites in Jefferson County.

### **Discussion on Caregiver Conference**

Olson reminded everyone about the Aging & Disability Resource Center hosting an event called, Mind, Body & Spirit: Caring for the Caregiver.

The event will be held on Thursday, November 9<sup>th</sup> at the Johnson Creek Community Center, 417 Union Street, Johnson Creek. This event is free and caregivers are welcome to drop in anytime between the hours of 10:00 a.m. – 2:00 p.m.

The event has many offerings including Healthy Eating Cooking Demonstrations, learning about the benefits of essential oils, and health screenings including blood pressure, depression, nutrition risk and caregiver stress. Hands on activities include learning meditation techniques, making stress relieving balls, trying out adaptive equipment and making a personalized pendant. There will also be a resource table with books, DVD's and pamphlets. If there is something a caregiver needs, but doesn't know where to find it, they are sure to find it here! Chair massages will also be available by appointment.

### **Discussion and possible action on updated ADRC Advisory Committee By-Laws**

Olson shared the changes that were approved from GWAAR changing bylaws. Motion to approve by Carolyn Niebler, second by Marcia Bare. Approved unanimously.

- a. Members of the organization shall be appointed by the Human Services Board and confirmed by the county board. Members must be residents of the county The size of the committee shall be up to 11 members but not less than 5 members
- b. The composition of the committee shall represent the client groups served by the resource center that is compliant with ADRC Technical Assistance Information Bulletin #16:
  - i. Three or four older adults, one person with a developmental disability and one person with a physical disability, or their family members, guardians or advocates OR
  - ii. Four older adults, two people with developmental disabilities and one person with a physical disability, or their family members, guardians or advocates and
  - iii. Citizen members who reflect the population that may be customers of the ADRC, such as caregivers, youth in transition, people with brain injuries, dementia or mental health/and or substance use disorders and
  - iv. County Board Representatives
- c. As well as the Aging Plan, which requires membership of 50% of older adults, less than half elected officials.

### **Discuss and review Transportation**

Olson shared that a survey is being conducted by the transportation staff to identify community needs. Results will be shared at the next meeting along with the 2018 Transportation Plan. Olson

shared that a vehicle will be purchased this year, as there are 4 paid drivers, but only three county vehicles and since there has been a few requests for wheelchair accessible vehicle that is what is being sought. Discussion on Transportation Plan for 2018. The co-pays for transportation have been mentioned to be on a donation basis and that participants have requested a waiver if they are not able to pay. Members discussed the differences of donation vs requirement and in the transportation application under Passenger Revenue Policy “counties must either require specialized transportation service users to make a copay or provide them with the opportunity to make a voluntary contribution. Counties must establish the amount of the copayment, if required, or recommend a voluntary contribution amount. Counties may waive copayments in cases of emergency when the user is indigent or when the user is not competent to make a payment.” A motion to require participants to pay a copayment of \$3.00 for in county trips and \$15.00 for out of county trips and to review a project on voucher was what made by Ellen Sawyers, second by Carolyn Niebler. Approved unanimously.

#### **Discuss and review Aging Plan Goals**

The committee reviewed the Aging plan for 2018 to stay on track and Olson will make staffing and contact information changes in the plan and submit to the state for review. Motion to amend and approve by Marcia Bare, second by Carolyn Niebler. Approved unanimously.

#### **Discuss and Review ADRC Policies:**

Olson shared the 2018 Aging Unit Annual Budget with the committee. A motion to approve the budget was made by Russ Kutz, seconded by Marcia Bare. Approved unanimously.

#### **Discuss Future Agenda Items:**

Olson shared that the committee will need to review the Transportation Plan at our next meeting and that the Public Hearing is set for Monday, December 4<sup>th</sup>, 2017, from 4 to 6 at the ADRC. Jeanne Tyer suggested that we have a representative come to present on the Moving Out program that is in Watertown and Johnson Creek. There is a committee working with Lake Mills to be more affordable and accessible housing. A recommendation to have Sue Konkel present on research projects for people with early diagnosis of a dementia. A recommendation for Denise Grossman to discuss Assisted Care and Medicaid.

**Adjourn:** Marcia Bare made a motion to adjourn at 3:10, Connie Stengel seconded. Motion carried 7/0.

Respectfully submitted,

Sharon Olson, Manager,  
Aging & Disability Resources Division