



Aging & Disability Resource Center Advisory Committee
Minutes of Meeting
Tuesday March 1st, 2022

Call to Order

The meeting was called to order by Michael Wineke at 1:03 pm.

Roll Call

Present: Michael Wineke, Janet Sayre Hoeft, Katie Dixon, Carol O'Neil, Frankie Fuller

Attended by zoom: Ellen Sawyers, Jeanne Tyler, Sira Nsibirwa, LaRae Schultz

Not in attendance: Ruth Fiege

Present from ADRC: ReBecca Schmidt, Kimberly Swanson, Mike Hansen, and Dominic Wondolkowski.

Certification of Compliance with Open Meetings Law

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

Approval of Agenda

Janet Sayre Hoeft made a motion to approve the agenda; Carol O'Neil seconded. Motion carried.

Approval of February 4th, 2022, Minutes

Carol O'Neil made a motion to approve meeting minutes from February 1st. Frankie Fuller seconded. Motion carried.

Communications

ADRC Division Manager, ReBecca Schmidt, shared communication from several community members:
CM – “It really meant a lot to get that gift. It is nice to be recognized for all I do as a caregiver. I really appreciate it!”

KT – “Thank you so much for the gift. I love the blanket and all the kind words printed on it. It was really thoughtful.”

SH – “Thank you for the gift. I am going to give it to another caregiver I know. That person can really use the things in the box. My father passed away a few days before the package arrived.”

Johnson Creek obituary – “a special thanks to ... Jefferson County Meals on Wheels, (and the great team from Opportunities who delivered his meals with giant smiles each week) ...

Public Comment

No public comment.

Update ADRC & Aging Program 2021 Key Outcome Indicators – ReBecca Schmidt ADRC Division Manager

Ms. Schmidt shared an update on the results of February Key Outcome Indicators and discussed which goals were met and which were not and why. See attached KOI reports.

Review and Approval of Orientation Manual and By Laws – ReBecca Schmidt, ADRC Division Manager

Finalized Manual was presented to the Committee at the meeting, and a request for motion to approve made. Janet Sayre Hoeft made a motion to approve the Orientation Manual and By Laws, Carol O'Neil seconded the motion. Motion approved

ADRC Program Update

Dominic Wondolkowski reported:

The January KOI was initially reported 19 of 20 customers met the guidelines. In further review, Jan. KOI is updated to 20 out of 21. In February, the KOI was met. 18 out of 18 customers were provided enrollment counseling and information per the KOI guidelines, resulting in 15 LTC enrollments and/or IRIS referrals. Three customers did not enroll in a program. One was just undecided; the 2nd screened in at a non-nursing home level of care and did not think he/she would benefit from case management only; the 3rd customer also screened in at non-NH LOC and did not have Medicaid (dual eligibility required to enroll).

For February 2022, the ADRC documented 666 contacts with 321 unduplicated callers. This is an increase of 54 calls however, 25 less callers compared to January 2021.

In 2021, the Disability Benefit Specialist (DBS) program assisted 338 individuals directly with 609 case issues. This is an increase of 106 individuals assisted and 201 case issues from the previous year. Through applications and appeals, the tracked economic outcomes (via SAMS Wellsky database) for Jefferson County residents totaled \$1,594,921, which is a decrease of \$650,529 from the previous year. The decrease in economic outcomes is likely attributed to the lack of Medicaid renewals not required due to the ongoing public health emergency.

The ADRC did not have any overspending in 2021. The ADRC's year-end average federal reimbursement rate increased 5.25% from 36.73% in 2020 to 42% in 2021. Through 100% time and task reporting, funds claimed are the Federal government's share of Wisconsin's expenditures under the Medicaid programs, which includes ADRC operations.

Nutrition Program Update

Nutrition Program Director Kimberly Swanson reported:

Swanson shared that the Key Outcome Indicator for January was met. 17/17 (100%) of new Home Delivered Meal participants were assessed within four weeks of beginning meal service. There were four exclusions: hospitalized, MCO enrollment, d/c without meals, and not returning our calls.

Swanson added that there is an additional goal for 2022. 95% of qualifying home delivered meal requests are served. This goal was met in January 2022 as 18/18 (100%) of HDM requests were served. Finally, Swanson shared that the Nutrition Program closed on February 22, 2022, due to an ice storm. With weather advisories in advance of the storm, volunteers informed participants the day before we were closed and offered a shelf stable meal to them. Meals resumed on Wednesday.

Transportation Program Update

Transportation Program Supervisor, Mike Hansen reported:

Ridership for the ADRC of Jefferson County Driver / Escort Service for February was 712 one-way rides. The number of new (first time) riders for February was 16 and the number of unique clients served was 115.

One Key Outcome Indicator for our Transportation Service is to ensure that 90% of qualifying medical ride requests are met. We achieved this goal with 100% of medical rides met in February. The second key outcome indicator, “having Greater than 95% of riders recommend our transportation service to others” was also met in February.

Starting in 2022, a new position Van Driver 2 was added to appropriately compensate our drivers who drive clients who use wheelchairs. In February, we promoted 2 of our existing drivers to the Van Driver 2 position who have been driving clients who use wheelchairs for some time. We also hired 2 new drivers (Van Driver 2 Position) to help with the increasing demand for rides for clients who use wheelchairs. We are still waiting on WisDOT to deliver a rear-loading wheelchair van that was awarded to us back in 2020 with a 5310 grant. Because of this, we are in the process of trying to rent another wheelchair van in the interim to help care for the increasing demand for rides for clients who use wheelchairs.

Transportation and Nutrition Program Waivers – Mike Hansen and Kimberly Swanson

- no new waivers were presented

Discussion on Items for next agenda

- A request to share the new Hearing Loss Group’s program to assist with the purchase of hearing aids with Jefferson County community members.
- LaRae Schulz requested to present a grant from the Fort Atkinson Health Center.

Adjourn: Carol O’Neil made a motion to adjourn the meeting; Katie Dixon seconded. Motion carried. Meeting adjourned at 2:22 pm.

Respectfully submitted,

ReBecca Schmidt
Aging & Disability Resource Center Division Manager

Attachment I

2022 KOIs

Program	Program Manager	KOI	January	February
Dementia Care Specialist	Tonya Runyard	Complete 40 Memory Screens	In Training	In Training
Caregiver Support Specialist	Kim Herman	<ol style="list-style-type: none"> 1. Develop and distribute a community resource guide for supportive services and avenues to advocacy, in both English and Spanish. 2. Develop system to identify greatest needs based on socio-economic status, natural supports and risk for placement. 	In Process	#1 not met yet #2 met
Elderly Nutrition Program	Kimberly Swanson	90% of new home delivered meal participants will be assessed in his or her home within four weeks of beginning meal service.	In Process	In Process
Health Promotions	All Aging Programs	The Aging and Disability Resource Center of Jefferson County will purchase and implement 2 Evidence-Based Health Promotion Disease Prevention Programs in 2022.	0	1 - AMP
Transportation Services 85.21 & 5310	Mike Hansen	<ol style="list-style-type: none"> 1. 85.21 90% of qualifying medical ride requests are met. 2. Greater than 95% of riders would recommend our transportation service to others. 	Met In Process	Met Met

Program	Program Manager	KOI	January	February
Elderly Benefit Specialist	Alyssa Kulpa Karla Nava	Restructure the Open Enrollment Process for greater efficiency.	In Process	In Process
Disability Benefit Specialist	Shelly Wangerin Karla Nava	DBS staff will develop and enhance information on the DBS portion of the ADRC website.	In Process	In Process
Adult Protective Services	Shelly Theder Mary Parizek	<ol style="list-style-type: none"> 1. 90% of WITS reports will be entered in the month they occur. 2. 90% pf WATTs reviews will be completed by the end of the month they are due. 	<ol style="list-style-type: none"> 1. Not Met 86% 2. Not Met 86% 	<ol style="list-style-type: none"> 1. Met 100% 2. Met 100%
ADRC	Dominic Wondolkowski	Within 5-business days of the ADRC's awareness of confirmed functional and financial eligibility for LTC enrollment, ADRC staff shall provide the customer with information to make a selection among available MCO's, ICA's, and FEA's.	Met	Met