



Aging & Disability Resource Center Advisory Committee  
Minutes of Meeting  
Tuesday August 2nd, 2022

**Call to Order**

The meeting was called to order by Mike Wineke at 1:02 pm.

**Roll Call**

Present: Jeanne Tyler, Carol O'Neil, Janet Sayre-Hoeft, Frankie Fuller

Attended by zoom: Sira Nsibirwa, Alice Mirk, LaRae Schultz, Katie Dixon

Present from ADRC: ReBecca Schmidt, Tonya Runyard, 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 July 5th, 2022, Minutes**

Carol O'Neil made a motion to approve meeting minutes from July 5th. Katie Dixon seconded. Motion carried.

**Communications**

No communications to share

**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 July's Key Outcome Indicators and discussed which goals were met and which were not and why. See attached KOI reports.

Ms. Schmidt shared the 2<sup>nd</sup> issue of The Link – the ADRC Newsletter with the committee.

**Presentation:**

Kristen Wallace from the Rock River Health Care Network presented on a grant program in Jefferson County to increase the availability of health services for our underserved population.

**ADRC Program Update:** Dominic Wondolkowski reported:

In July, the KOI is met. 25 of 25 customers were provided enrollment counseling and information per KOI guidelines, resulting in 23 LTC enrollments and/or IRIS referrals. One customer decided not to transfer programs and the other customer did not enroll concerned his transportation provider would change. There are 5 August enrollments.

For July, ADRC staff recorded 591 contacts with 328 unduplicated callers. This is a decrease of 110 calls compared to June. Despite the decrease, the total number of contacts for Jan-July 2022 is 4,719 compared to 4,275 in 2021. July had 20 working days and staff completed 49 home visits, 4 NH, 1 hospital, 1 CBRF and 30 office visits for a total of 86 in-person visits.

Wondolkowski reviewed the number of LTCFS completed by staff in May 2022 = 24 applicants: June = 23 and July = 21 applicants. Wondolkowski had email communication with DHS and learned the report run in FSIA-Production to determine the number of FS completed does have its failings in that once a screen is calculated by another agency, it is no longer on the list for the ADRC. DHS recommended for an ongoing project, running the report monthly.

As of 8.1.22, the ADRC has distributed 135 SFMNP vouchers. Wondolkowski also reviewed tentative outreach Farmers Market sites scheduled for August. The ADRC now has five full-time Resource Specialist working effective 8.1.22

**Nutrition Program Update:** Nutrition Program Director Kimberly Swanson reported:

Swanson stated that the total meals for the June Senior Nutrition Program were 3,713 with 375 congregate meals at Fort Atkinson and Watertown. She added that July is typically a slower month for new home-delivered meal participants and reported there were 9 in July and there was no waiting list. The Key Outcome Indicator for June was met; the in-home meal assessor met with new participants within four weeks of their starting home delivered meal service. Swanson also shared 2021 results from the Carry-Out and Home-Delivered Meals Customer Satisfaction Surveys. Plan to distributed 2022 surveys in September.

**Transportation Program Update:** Transportation Program Supervisor, Mike Hansen reported:

Ridership for the ADRC of Jefferson County Driver / Escort Service for July was 873 one-way rides. The number of new (first time) riders for June was 35 and the number of unique clients served was 136.

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 July. The second key outcome indicator, "having Greater than 95% of riders recommend our transportation service to others" was also met in June.

Other Key Items of interest in June were as follows:

Tim Christian has now started full-time as our Transportation Coordinator.

## **Dementia Care Specialist Update**

DCS – Tonya Runyard Reported:

I, the Dementia Care Specialist, shared that in July, I had 36 consumer interactions. During the month of July, I co-facilitated the Monday Morning Caregiver Coffee Hour two times, serving an average of 8 individuals and facilitated the Dementia Caregiver Support Group solo while serving an average of 4 individuals. I conducted 12 total memory screens at various locations – Keystone Restaurant in Cambridge on July 13th (4), Fort Atkinson Sr. Center on July 15th (4), Watertown Senior Center on July 28th (4). The coalitions/committees that I supported this month were: Watertown Dementia Awareness Coalition (WDAC) which had a total of 6 participants via zoom, Dementia Friendly Community Network (DFCN) in Fort Atkinson which had 6 participants via zoom and in person, Zero Suicide with 8 participants via zoom and I supported the Bridges Library Project's Whitewater Memory Café with 9 participants, Watertown Memory Cafe with 12 participants and Heritage Homes in Watertown with 14 participants. I attended the I-Team meeting in person who had a guest speaker from April DeValkenaere, founder of Fortress Financial as well as attended both of the DHS meetings via zoom. I met with Alejandro DeJesus of PAC for mentoring via zoom and completed my training as a certified independent consultant for PAC (Positive Approach to Care), finished my training for Dementia Live. Two home visits were completed, 3 in-office visits, and all other interactions were completed via phone or email.

## **Transportation and Nutrition Program Waivers – Mike Hansen and Kimberly Swanson**

No waiver requests were received in July.

## **Discussion on Items for next agenda**

- Alice Mirk suggested a presentation on Materials about the ADRC, Strategic plan for outreach, LTC Materials, plan to reach out to general population. – October
- Kim Herman Present on her programs and SHC agencies. – September
- Kristen Wallace & Olivia Nicholas (CEO) – return to talk about updates to the RRHC - November

**Adjourn:** Janet Sayre-Hoeft made a motion to adjourn the meeting; Jeanne Tyler seconded. Motion carried. Meeting adjourned at 2:40 pm.

Respectfully submitted,  
ReBecca Schmidt  
Aging & Disability Resource Center Division Manager

Attachment I

Program	Program Manager	KOI	June	July
Dementia Care Specialist	Tonya Runyard	Complete 40 Memory Screens	17/40	29/40
Caregiver Support Specialist	Kim Heman	<ol style="list-style-type: none"> <li>1. Develop and distribute a community resource guide for supportive services and avenues to advocacy, in both English and Spanish.</li> <li>2. Develop system to identify greatest needs based on socio - economic status, natural supports and risk for placement.</li> </ol>	#1 is met in English #2 met	#1 is met in English #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.	Met	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.	3 - AMP	3 - AMP
Transportation Services 85.21 & 5310	Mike Hansen	<ol style="list-style-type: none"> <li>1. 85.21 90% of qualifying medical ride requests are met.</li> <li>2. Greater than 95% of riders would recommend our transportation service to others.</li> </ol>	Met Met	Met Met

Program	Program Manager	KOI	June	July
Elderly Benefit Specialist	Alyssa Kulpa Emma Borck	Restructure the Open Enrollment Process for greater efficiency	In Process	In Process
Disability Benefit Specialist	Shelly Wangerin Emma Borck	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"> <li>1. 90% of WITS reports will be entered in the month they occur.</li> <li>2. 90% of WATS reviews will be completed by the end of the month they are due.</li> </ol>	WITS system down 2. Both met	1. Both met 2. Both met
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 select among available MCO's, ICA's, and FEA's.	Met 21/21	Met 25/25