



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

Call to Order

The meeting was called to order by Mike Wineke at 1:00 pm.

Roll Call

Committee Members: Michael Wineke, Chair; Jeanne Tyler, Vice-Chair; Frankie Fuller, Secretary; Alice Mirk, Carol O'Neil, Janet Sayre Hoeft, Mary Roberts, Sira Nsibirwa, and Katie Dixon.

Not in Attendance: Sira Nsibirwa

Attended by zoom: LaRae Schultz

Present from ADRC: ReBecca Schmidt, Tonya Runyard, Kimberly Swanson, Mike Hansen, and Dominic Wondolkowski, Sharon Endl.

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 October 4th, 2022, Minutes

Jeanne Tyler made a motion to approve the agenda, Katie Dixon seconded. Motion carried.

Communications

No communications to share.

Update ADRC & Aging Program 2022 Key Outcome Indicators – ReBecca Schmidt, ADRC Division Manager

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

Presentation on Senior Nutrition Program Assessment Process : Sharon Endl

ADRC Program Update: Dominic Wondolkowski reported:

In October, the KOI is predominantly met. 30 of 31 customers were provided enrollment counseling and information per KOI guidelines, resulting in 28 LTC enrollments and/or IRIS referrals. One customer did not enroll due to a high-cost share. Two other customers chose not to transfer programs. Although the KOI was missed with one customer, the customer was still enrolled in a LTC program in October. There are 5 enrollments so far for November.

For October, ADRC staff recorded 710 contacts with 383 unduplicated callers. This is nearly identical to Oct. 2021 (734 contacts). October had 21 working days and all staff combined averaged 34 contacts per day. A total of 100 in-person visits were completed, which tied with June 2022 as the most in-person contacts in a month. During October, ADRC staff completed 21 long term care functional screens.

Nutrition Program Update: Nutrition Program Director Kimberly Swanson reported:

Swanson shared that there were 3,538 total meals served in the Senior Nutrition Program in September 2022; 445 of the meals were for in-person dining. Watertown, Fort Atkinson, Jefferson, and Palmyra offer congregate (in-person) dining. Key Outcome Indicators: 10/10 (100%) of new Home Delivered Meal participants were assessed within four weeks of beginning meal service and 10/10 (100%) and 9/9 (100%) of HDM requests were met in September and October 2022 respectively. September had 2 HDM denials: 1 individual lived in another county and 1 individual was able to drive and his spouse was able to prepare meals. Swanson reported that, as part of the three-year aging plan, the Senior Nutrition Program distributed two shelf stable meals to home delivered meal participants for use when the usual meal delivery is cancelled, usually due to winter weather conditions. Sharon Endl, home meal assessor, gave a presentation on her role in the Nutrition Program to assess the eligibility of all home delivered meal participants within four weeks of a participant receiving their first meal.

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

Ridership for the ADRC of Jefferson County Driver / Escort Service for September 2022 was 1133 one-way rides. The number of new (first time) riders for the month was 16 and the number of unique clients served was 152.

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 this past month. The second key outcome indicator, “having Greater than 95% of riders recommend our transportation service to others” was also met.

Other Key Items of interest this past month were as follows:

- The Human Services Board approved our 2023 85.21 Grant Application to secure an allocation from WisDOT for Jefferson County of \$226,153 to support our Transportation Programs.
- A public hearing was held on Monday, October 10th, 2022, at the ADRC to discuss and receive comments on our 2023 85.21 Grant Application. No one showed or submitted comments.
- We have nearly completed and will soon submit our 2023 85.21 Grant Application. The complete application package is due 12/16.

We will again appeal to the County Health Department to try to get their approval to start our Day Trips Project to take clients with our bus to nearby attractions and other KOI’s for socialization and recreation opportunities.

Dementia Care Specialist Update

I, the Dementia Care Specialist, shared that in October, I had 25 consumer interactions. During the month of October, I facilitated the Dementia Caregiver Support Group while serving an average of 3.75 individuals. I conducted 1 total memory screen at Jefferson Senior Center. The coalitions/committees that I supported this month were: Community Partners of Jefferson County (9), Watertown Dementia Awareness Coalition (6), Bridges Library Check-In (7), Dementia Friendly Community Network (4), Dementia Friendly Task Force (11). I provided the Dementia Live Experience to the JCHSD CLTS Team – Children Long Term Support (14), Dementia Friendly Task Force and at UWW for Dr. Rowe’s “Health & Aging in Costa Rica” class. I attended a planning session in Rock County for “Moving Forward” grief and ambiguous loss support group/Survival Tools for the Holidays event at UWW. I also attended the Bridges Library Memory Project Family Day in Waukesha. I provided a Dementia Friendly Business Refresher for Optimal Physical Therapy and new training for Legendary Lake Mills/Chamber of Commerce. I attended the Music & Memory training, volunteered for the “Day of the Dead” event at the Jefferson Library, was trained as a “Champion” for the Dementia Friends program and was recognized as the “Hometown Hero” by Modern Woodmen of America.

Tonya Runyard
Dementia Care Specialist

Transportation and Nutrition Program Waivers – Mike Hansen and Kimberly Swanson

No waiver requests were received in October.

Discussion on Items for next agenda

- Alyssa Kupla, DBS, present on Open Enrollment process – December
- Britanie Peeslee, Community Resource Liaison with Rainbow Hospice / Your Friends in Action – January (LaRae S.)

Adjourn: Jeanne Tyler made a motion to adjourn the meeting; Mary Roberts seconded. Motion carried. Meeting adjourned at 2:57 pm.

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

Attachment I 2022 KOIs (see next page)

Program	Program Manager	KOI	August	September
Dementia Care Specialist	Tonya Runyard	Complete 40 Memory Screens	35/40	37/40
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. 	#1 is met in English #2 met	#1 is met in English #2 met
Senior 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	TBD
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	Met
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 Met	Met Met

Program	Program Manager	KOI	August	September
Elderly Benefit Specialist	Alyssa Kulpa Emma Borck	Restructure the Open Enrollment Process for greater efficiency	Met	Met
Disability Benefit Specialist	Shelly Wangerin Emma Borck	DBS staff will develop and enhance information on the DBS portion of the ADRC website.	In Process	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 29/29	Met 17/17