



Aging & Disability Resource Center Advisory Committee
Minutes of Meeting
Tuesday December 6th, 2022

Call to Order

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

Attended by zoom: LaRae Schultz, Sira Nsibirwa, John Donahue

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 November 1st, 2022, Minutes

Carol O'Neil made a motion to approve the agenda, Frankie Fuller seconded. Motion carried.

Communications

ReBecca Schmidt shared positive feedback from caregivers who received the caregiver appreciation packages in November for National Family Caregiver month.

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

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

ADRC Program Update: Dominic Wondolkowski reported:

In November, the KOI is met. 20 of 20 customers were provided enrollment counseling and information per KOI guidelines, resulting in 20 LTC enrollments and/or IRIS referrals. There are 5 enrollments so far for December.

For November, ADRC staff recorded 656 contacts. This is a decrease of 66 contacts compared to October but not surprising since there are two paid holidays in November. The ADRC is 119 contacts short of meeting the 2021 total number of contacts. November had 20 working days and staff combined averaged 33 contacts per day. ADRC staff also completed 84 in-person visits and 25 long term care functional screens.

Other ADRC News: Medicare Part D Open Enrollment will conclude December 7th. Our Quality Improvement Project to educate customers of other options to compare Medicare plans was a success. Alyssa Kulpa, EBS since 2015, is leaving the ADRC the end of 2022.

Nutrition Program Update:

Nutrition Program Director Kimberly Swanson reported:

Swanson reported there were 3,324 meals served in October 2022 with 370 congregate meals. Key Outcome Indicators: 1.) 100% of new home delivered meal (HDM) requests were met in November 2022 and 2.) 100% of new HDM participants were assessed within four weeks of beginning meal service in October 2022; November assessments in progress. Volunteer recruitment has been successful for Jefferson, Johnson Creek, Fort Atkinson, Waterloo, and Palmyra. We are actively recruiting for Ixonia, Lake Mills, and Rome/Sullivan routes. Word of mouth continues to be the most successful method of volunteer recruitment. Three management staff met with the new DHS Volunteer Outreach Specialist in November to consider other possible recruitment methods.

Transportation Program Update:

Ridership for the ADRC of Jefferson County Driver / Escort Service for November 2022 was 1138 one-way rides. The number of new (first time) riders for the month was 18 and the number of unique clients served was 139.

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:

- Completed and submitted our 2023 85.21 Grant Application to secure an allocation from WisDOT for Jefferson County of \$226,153 to support our Transportation Programs.
- We just received notice from WisDOT that we were awarded a Mobility Management grant and a Vehicle grant under the 2023 5310 program. We will get \$85,005 for Mobility Management and \$53,254 for a new vehicle.
- Our 1st Day Trip Project Event is planned for Dec. 7th. We will be taking a group of individuals with our bus to go holiday shopping at Madison's East Towne Mall.
- WisDOT has informed us that they can now order vehicles awarded by previous years' 5310 grants. However, the cost of these vehicles have gone up, so we will have to cover the difference in price. We hope to order the 2 vehicles we were previously awarded very soon.

Dementia Care Specialist Update

ReBecca Schmidt shared that in November, Tonya had 24 consumer interactions. During the month of November, Tonya facilitated the Dementia Caregiver Support Group while serving an average of 3.75 individuals. She conducted 4 total memory screens. Tonya participated with bringing the program "Grandpa & Lucy" to Crown of Life Christian Academy in Fort Atkinson with Tomorrow's Hope and Meridian Group. Tonya also completed CIT Training for the Jefferson County Sherriff's Department, she provided education as well as the Dementia Live Experience. Tonya attended the "A Day with Lewy Conference in Columbus and presented on Teepa Show's GEM states there. She attended a virtual Teepa Snow Conference November 13-15th. Tonya also attended Powerful Tools for Caregiver Leader Training.

ReBecca Schmidt
ADRC Division Manager

Transportation and Nutrition Program Waivers – Mike Hansen and Kimberly Swanson

Two requests were reviewed by the committee:

- Ledra Mohrmann – Annual Renewal – A motion was made by Frankie Fuller to approve the waiver, that motion was seconded by Janet Sayre Hoeft.
- Virginia Adcock – New Application – A motion was made by Carol O’Neil to approve the waiver, that motion was seconded by Frankie Fuller.

Discussion on Items for next agenda

- Britanie Peeslee, Community Resource Liaison with Rainbow Hospice / Your Friends in Action – January (LaRae S.)

Adjourn: Katie Dixon made a motion to adjourn the meeting; Frankie Fuller seconded. Motion carried. Meeting adjourned at 2:29 pm.

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

Attachment I 2022 KOIs (see next page)

Program	Program Manager	KOI	October	November
Dementia Care Specialist	Tonya Runyard	Complete 40 Memory Screens		
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.	Met	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	October	November
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.	Met	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.	Partially Met 29/30	Met 20/20