



Aging & Disability Resource Center Advisory Committee
Minutes of Meeting
Tuesday July 11th, 2023

Call to Order

The meeting was called to order by Mike Wineke at 1:01 pm.

Roll Call

Committee Members: Michael Wineke, Chair; Frankie Fuller - Vice-Chair; Alice Mirk, Carol O'Neil, Janet Sayre Hoeft, Mary Roberts, Mary Weber, LaRae Schultz, Sira Nsibirwa (Not Present), and Katie Dixon

Attended by zoom: LaRae Schultz, Mary Roberts, Alice Mirk

Present from ADRC: ReBecca Schmidt, Mike Hansen, Dominic Wondolkowski, Tonya Runyard, Tatiana March

Certification of Compliance with Open Meetings Law

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

Approval of Agenda

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

Approval of June 6th, 2023, Minutes

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

Communications

There was no communication to share.

Public comment

There were no public comments

Discussion and possible action on appointment of Mary Weber to the ADRC Advisory Committee

Mary Weber was appointed to the committee through the Human Services Board. This committee concurs with that appointment. Carol O'Neil made a motion of support, Katie Dixon seconded.

Nomination and Election of Chair and Vice Chair:

The committee nominated Mike Wineke to continue as chair and Frankie Fuller was nominated as Vice Chair. Both parties accepted. A motion was made by Janet Sayre Hoeft and seconded by Carol O'Neil. Motion carried.

Update ADRC & Aging Program 2023 Key Outcome Indicators – ReBecca Schmidt, ADRC Division Manager

ReBecca Schmidt shared an update on the results of the 2023 Key Outcome Indicators and discussed which goals were met and which were not and why. See attached KOI reports.

ADRC Program Update:

ADRC Supervisor, Dominic Wondolkowski reported:

The KOI is met for June. 10 of 10 LTCFS were determined within 30-days from the date of the request. Of the 10 screens, 9 customers were found eligible at a NH Level of Care (LOC) and one customer was determined eligible at a Non-NH LOC. In one case, the ADRC staff mailed the Notice of Delay letter to the consumer within the 30-

day period as the ADRC had not yet received the medical records to complete the screen. For June, staff recorded 779 contacts including 115 in-person contacts and 83 “other” contacts. This is 185 less contacts compared to January-June 2022.

Senior Farmers’ Market Nutrition Program (SFMNP) checks update: 170 out of 185 sets have been distributed. In June, ADRC staff were at 14 outreach sites and distributed 113 out of the 170 vouchers. In August, the ADRC is planning to be at the following Farmers Markets (FM): Fort Atkinson FM -Aug. 12th 8a-12n; Watertown (Tuesday) FM -Aug, 15th 7am to 12noon; Lake Mills FM–Aug. 16th, 2-6pm and Watertown (Thursday) FM Aug. 17th 3-6pm.

Wondolkowski explained the types of calls the ADRC received in June 2023. Specifically, the calls received by topic, by consumer town, and by age and gender.

Other ADRC news included: Wendy Petitt, Admin. Assistant retired July 7th. Erica Stockfish was hired as the new Admin. Assistant with a start date of 7.10.23.

Nutrition Program Update:

Tatiana March Reported:

In May, there were 2,489 total home delivered meals served and 467 congregate meals provided. 13 new home delivered meal participants started on the program. The goal of serving 95% of eligible meal clients was met (100%, 13/13). The goal of 90% of home delivered meal assessments completed was also met. (100%, 10/10). There were three exclusions this month because some short-term clients started on the program and ended before the assessment was completed. March stated that two new Site Managers have officially started working at the Lake Mills dining site. The Site Managers will be doing a job share. Training has been going well and both are becoming comfortable in their new role. More volunteers are still needed at the Lake Mills site, especially Mondays and Fridays as there are currently no volunteers on these days. There will be a Site Manager meeting held in August. March stated that she will be attending the Nutrition Directors meeting in Sheboygan at the end of July. During the month of June, we had several nutrition documents that were translated into Spanish. These documents were done by a community member that was referred to the program by a Council Member. The documents turned out great and the time she put into them is very appreciated. The materials are now ready to use if needed. The required annual satisfaction survey is set to be sent out at the end of July. Training will also be starting on the new Serv Tracker program. This will be a several month process, with a goal to start using the program later this year.

Transportation Program Update:

Mobility Manager, Mike Hansen Reported:

Ridership for the ADRC of Jefferson County Driver / Escort Service for June 2023 was 1065 one-way rides. The number of new (first time) riders for the month was 20 and the number of unique clients served was 143.

Transportation KOI’s were both met in May.

- KOI 1. 90% of qualifying medical ride requests are met. All qualifying medical rides are counted if client follows policy criteria. We met this goal in June 2023.
- KOI 2. Provide at least 40 rides for social interaction opportunities or attendees at wellness & Socialization events such as Wednesday Walks. Employment for individuals with DD. Day Trips, shopping, etc. We met this goal in May 2023, providing 131 ride opportunities for social interaction.

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

- Our 7th Day Trip Project Event was held on June 7th. A group of 18 went to Lake Geneva to enjoy the lakefront, go shopping at downtown stores, and visited the Geneva Lake Museum. Lunch was at Chuck's Lakeshore Inn on Lake Geneva in Fontana.
- Our Day Trip Project Event for July was cancelled due to the weather.
- Our 2nd Wednesday Walks Event was held on June 21st at Korth Park near Lake Mills.
- Our 3rd Wednesday Walks Event will be held on July 19th at Carlin Weld Park near Palmyra.
- Our new rear loading wheelchair accessible Van was commissioned on June 21st after having to complete a significant amount of inspection documentation from WisDOT.

A proposed partnership between the Rock River Community Clinic (RRCC) and the ADRC was discussed.

- **June:** Objective: Transportation support for residents less than 200% of the federal poverty line in Jefferson County Area
- Goal: To streamline transportation services for RRCC and ADRC, reduce duplicate paperwork, and improve both patient access and experience.
- Proposal: When calling for transportation assistance, ADRC agrees to honor the financial screening completed by RRCC and tier financial assistance accordingly.
- Some advisory board members expressed concerns that the number of people who might take advantage of this arrangement might be too great. Also, there were concerns about using county funds to provide rides for those who are not our "target" group (elderly and people living with disabilities). More discussion, fact finding, and analysis would be needed if this proposal is to be put before the board for approval.
- **July:** Consulted with Lori Jacobson, Specialized Transit Program Manager with the Wisconsin Department of Transportation.
- Language from DOT 85.21 Grant Guidelines:
 - According to the administrative code, Trans 1.03 Use of allocated aid.
 - (1) A county shall use its allocated aid to provide or assist transportation services designed for use by elderly or disabled persons. A county may, at its discretion, make these services also available to any other person on a space available basis.
 - Information from Page 4 under Passenger Eligibility and other service limitations of the application states:
WisDOT encourages all sub-recipients to meet needs and gaps in transportation; therefore, if a county can provide transportation to individuals that do not meet the Elderly or Disability requirement, then please fulfill that need.
 - Committee discussion, decision to seek more information from RRCC about number of rides needed each month.

Dementia Care Specialist Update

Dementia Care Specialist, Tonya Runyard Reported:

I, the Dementia Care Specialist, shared that in June, I had 36 consumer interactions. During the month of June, I facilitated the Dementia Caregiver Support Group while serving an average of 2 individuals. I also co-facilitated the Caregiver Coffee Support Group serving an average of 2 individuals.

The coalitions/committees that I supported this month were:

Dementia Friendly Community Initiative in Whitewater, Dementia Friendly Community Network, Watertown Dementia Awareness Committee and "A Day with Lewy" planning meeting. I supported 2 Memory Café's – Fort & Watertown Heritage Homes. I offered Dementia Live, however, no one registered so it was canceled. I offered 5 memory screen events – Fort Sr. Center (3), Jefferson Sr. Center (0), Whitewater Sr. Center (2) Watertown Library (1) and 2 home screens with a total of 8 screens completed for the month. I met with Watertown Clergy Roundtable on Senior Care Event, provided Dementia Friendly Business Training with

Tomorrow's Hope at the Jefferson Sr. Center, completed Teepa Snow Training Certification, and co-hosted caregiver lunch at Dorothy Carnes Park.

Tonya Runyard
Dementia Care Specialist

Transportation and Nutrition Program Waivers – Mike Hansen and Tatiana March

- No waivers requested in June

Discussion on Items for next agenda

Janet requested a review of the ADRC budget for next meeting

Adjourn: Janet Sayre Hoeft made a motion to adjourn the meeting; Carol O'Neil seconded. Motion carried. Meeting adjourned at 2:31 pm.

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

Program	Program Manager	2023 KOI	May	June
Dementia Care Specialist	Tonya Runyard	Complete 50 Memory Screens throughout 2023	6 Total 13	8 Total 21
Caregiver Support Specialist	Kim Herman	Increase enrollment into T – IIIB and NFCSP programs by 5 families each.	2 RAP NFCSP enrollments	4 RAP NFCSP enrollments
Senior Nutrition Program	Tatiana March	90% of new home delivered meal participants will be assessed in his or her home within four weeks of beginning meal service.	10/10 Met	TBD
Health Promotions	All Aging Programs	The Aging and Disability Resource Center of Jefferson County will offer 6 Evidence-Based Health Promotion Disease Prevention Programs in 2023.	4	4
Transportation Services 85.21 & 5310	Mike Hansen	1. 85.21 90% of qualifying medical ride requests are met. All qualifying medical rides are counted if client follows policy criteria. 2. Provide at least 40 rides for social interaction opportunities or attendees at wellness & Socialization events such as Wednesday Walks. Employment for individuals with DD. Day Trips, shopping, etc.	Met Met 138	Met Met 131

Program	Program Manager	2023 KOI	May	June
Elderly Benefit Specialist	Emma Borck	DBS staff will co-present with EBS staff at four or more "Welcome to Medicare" Workshops	1/4	2/4
Disability Benefit Specialist	Shelly Wangerin	DBS staff will co-present with EBS staff at four or more "Welcome to Medicare" Workshops	1/4	2/4
ADRC	Dominic Wondolkowski	100% of all LTCFS determined within 30 days from date of request.	Met 21/21	Met 10/10