



Aging & Disability Resource Center Advisory Committee
Minutes of Meeting
Tuesday August 1st, 2023

Call to Order

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

Roll Call

Committee Members: Michael Wineke, Chair; Frankie Fuller - Vice-Chair; Alice Mirk, Carol O'Neil, Janet Sayre Hoeft, Mary Roberts, Mary Weber, and Katie Dixon

Attended by zoom: LaRae Schultz, Mary Roberts, Sira Nsibirwa

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

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

Approval of July 11th, 2023, Minutes

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

Communications

There was no communication to share.

Public comment

There were no public comments

Presentation on Budgets – Brian Bellford joined the meeting to share the budgets for the ADRC and Aging programs for 2023.

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 partially met for July. 13 of 14 LTCFS were determined within 30-days from the date of the request. One LTCFS was calculated 2 days past the required 30-day timeframe and a Notice of Delay in Functional Elig. determination letter was not mailed to the customer. Of the 14 screens, 12 customers were found eligible at a NH Level of Care (LOC); one customer was determined ineligible due to having no medical records; and one customer's screen was not calculated due to a delay in receiving medical records. For July, staff recorded 566 contacts including 70 in-person and 380 phone calls.

Senior Farmers' Market Nutrition Program (SFMNP) checks update: 178 out of 185 sets have been distributed. In August, ADRC staff are scheduled to be at the following Farmers Markets: Fort Atkinson FM -Aug. 12th 8a-

12n; Watertown FM -Aug. 15th 7am -12noon; and Lake Mills FM–Aug. 16th 2-6pm. Additional marketing events scheduled include: (1) Jefferson PD National Night Out, Jefferson Fairgrounds- Aug 2nd 6-8pm; (2) Fiesta Latina - Rotary Park, Jefferson Aug. 6th 12n-6pm; (3) 6th Annual Fort Fall Fiesta, Jones Park, Fort Atkinson Sept 9th 12n-4pm and (4) Women's Expo -Women Helping Women: Career, Family and Health on September 23rd from 9am - 1:00pm at Christ United Methodist Church in Watertown.

Nutrition Program Update:

Tatiana March Reported:

In June, there were 2,578 total home delivered meals served and 446 congregate meals provided. 5 new home delivered meal participants started on the program. The goal of serving 95% of eligible meal clients was met (100%, 5/5). The goal of 90% of home delivered meal assessments completed was also met. (100%, 3/3). There were two exclusions this month due to short term clients leaving the program before an assessment was done.

March stated that she is actively working on data import for the new SERV Tracker system. Once data import is complete, there will be 8 1-hour trainings to complete to learn how the program works. The RFP is still open for bids from caterers. The due date for bids to be submitted is September 1st, 2023. March introduced the Oliver Company tray system that the program is looking into switching to. The aluminum trays that are currently being used are unsafe for participants who have dementia because they cannot go in the microwave. The Oliver Company trays are also cheaper than the trays that are currently used. The Meal Cost Tool is being completed by Brian in the Fiscal Department. Brian will submit this document on behalf of the nutrition program. Satisfaction Surveys were sent out mid-July. March reported that several surveys have already been returned. These surveys included My Meal, My Way and food insecurity questions that will be used to assist with nutrition program goals. Shelf stable mealtime is approaching, March stated she will be sending out a notice to all participants asking them to call if they would like to opt-out of receiving shelf stable meals. If participants do not call, they will automatically be added to the list of those who will receive meals this year. March reported that she proposed an increase in the suggested contribution for the nutrition program. Due to food, labor, and supply cost increases in the last few years, it was suggested to increase the contribution rate from \$4 to \$5. The suggested contribution has not been increased since 2018 and many counties around this area have already increased this rate. The proposal for increasing the suggested contribution will go to the Human Services Board later this month.

Transportation Program Update:

Mobility Manager, Mike Hansen Reported:

Ridership for the ADRC of Jefferson County Driver / Escort Service for July 2023 was 983 one-way rides. The number of new (first time) riders for the month was 19 and the number of unique clients served was 139.

Transportation KOI's were both met in July.

- 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 July 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 July 2023, providing 130 ride opportunities for social interaction.

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

- Our 2024 Grant Application Season has started. We are currently working on Federal 5310 grants for Mobility Management and another Wheelchair Accessible Van.
- We are working on a 5-year Transportation Plan that is required to receive 5310 grant funding.
- Our next Day Trip Project Event will be held on Wednesday, August 2nd. We will be going to the Wednesday Farmer's Market in Madison and are planning to have lunch at the Lake Vista Café at Monona Terrace.
- Our 3rd Wednesday Walks Event was held on July 19th at Carlin Weld Park near Palmyra.
- Our 4th Wednesday Walks Event will be held on August 16th at the Dr. J.S. Garman Nature Preserve in Waterloo.

A question was raised about whether St. Coletta's new ride service would impact our own Driver / Escort Transportation Service. Mike said that he does not think so because of the cost of their trips. Their costs will be \$25 startup + \$3/mile. Their average trip is 27 miles, so a typical one-way cost is \$106. Their costs will though be less than LaVignes or LifeCare Transport (Formerly C&W).

Dementia Care Specialist Update

Dementia Care Specialist, Tonya Runyard Reported:

I had 36 consumer interactions in July. 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 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.

Tonya Runyard
Dementia Care Specialist

Transportation and Nutrition Program Waivers – Mike Hansen and Tatiana March

- No waivers requested in July

Discussion on Items for next agenda

Adjourn: Janet Sayre Hoeft made a motion to adjourn the meeting; Carol O'Neil seconded. Motion carried. Meeting adjourned at 2:55 pm.

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

Attachment I 2023 KOIs

Program	Program Manager	2023 KOI	June	July
Dementia Care Specialist	Tonya Runyard	Complete 50 Memory Screens throughout 2023	8 Total 21	0 Total 21
Caregiver Support Specialist	Kim Herman	Increase enrollment into T – IIIB and NFCSF programs by 5 families each.	4 RAP NFCSF enrollments	4
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.	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 131	Met Met 130

Program	Program Manager	2023 KOI	June	July
Elderly Benefit Specialist	Emma Borck	DBS staff will co-present with EBS staff at four or more "Welcome to Medicare" Workshops	2/4	2/4
Disability Benefit Specialist	Shelly Wangerin	DBS staff will co-present with EBS staff at four or more "Welcome to Medicare" Workshops	2/4	2/4
ADRC	Dominic Wondolkowski	100% of all LTCFS determined within 30 days from date of request.	Met 10/10	Partially met 13/14