



Aging & Disability Resource Center Advisory Committee
Minutes of Meeting
Tuesday, December 5th, 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; Janet Sayre Hoeft, Mary Roberts, Carol O'Neil, and Katie Dixon.

Attended by zoom: Lisa Chamblain

Guest: John Donohue

Present from ADRC: ReBecca Schmidt, Dominic Wondolkowski, Mike Hansen, 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, Mary Roberts seconded. Motion carried.

Approval of November 7th, 2023, Minutes

Janet Sayre Hoeft made a motion to approve the minutes, Frankie Fuller seconded. Motion carried.

Communications

There were no communications to share.

Public comment

There were no public comments.

Announcements:

Frankie Fuller asked about how the ADRC assists people with voting as election day is happening soon. Dominic shared that the ADRC posts information on the website.

Discussion and Possible Action: Committee approved moving January meeting from the 2nd to the 9th.

Presentation: by John Donahue.

Discussion and Possible Action: John joining Advisory Committee

Presentation: Todd Weidenhoeft moved to January meeting.

Discussion and possible Action: Todd Weidenhoeft joining ADRC Advisory Committee moved to January meeting.

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 through September 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 November. 22 of 22 LTCFS were determined within 30-days from the date of the request. Of the 22 screens, 20 customers were found eligible to enroll in a Family Care, Partnership or IRIS program. Two customers was determined at a Non-Nursing Home Level of Care. Of these two, one customer enrolled in Family Care and the other declined enrollment but applied for the care giver grant programs. For Jan.-Nov. 224 of 225 functional screens have been calculated per KOI guidelines. For November, staff recorded 681 customer contacts including 85 in-person contacts.

The following ADRC updates were provided: (1) Medicare Part D open enrollment (Oct. 15 -Dec 7th) will close by the end of the week. Of the 105 available appointments, 90 customers have been served; (2) November 13th- the annual DBS site review was completed by Program Attorney-Eva Shiffrin. Overall, the PA offered a very favorable review of our two staff; (3) on Nov. 14th ReBecca Schmidt and Dominic Wondolkowski met with Darryl Carlson, District Director for Congressman-Scott Fitzgerald. We explained various ADRC programs, and the challenges we face. Darryl Carlson explained the type of calls/complaints their office receives and the need for resources, such as referring their callers to the ADRC; and (4) three ADRC staff passed the Inform USA examination! Formerly known as AIRS or Alliance of Information and Referral Systems, the certification is for two years. Certifications are renewed every two years thereafter, with 10 hours of related training required.

Nutrition Program Update:

Tatiana March Reported:

In November, there were 2,418 total home delivered meals served and 394 congregate meals provided. 16 new home delivered meal participants started on the program. The goal of serving 95% of eligible meal clients was met (100%, 16/16). The goal of 90% of home delivered meal assessments completed was not met. (83%, 10/12). The home delivered meal assessor retired on October 31st and during the transition of hiring a new assessor, some assessments were put on hold.

March stated that a new site manager for the Jefferson dining site was hired and began working on November 20th. A new Home Delivered Meal Assessor was hired and began working on November 13th. So far, training and the first few weeks have been going very well for both employees. March stated that with approval from the Human Services Board, the suggested contribution rate for both homes delivered meals and congregate meals will increase to \$5.00 per meal on January 1st. March reiterated that this does not mean anyone will be denied food if they are unable to pay. All participants on the program are asked to contribute only what they are able. A letter will be sent to all participants in December. March stated that the Meal Cost Tool was completed by the finance department. This tool takes all the nutrition program costs for the year and comes up with a total cost for each home delivered meal and each congregate meal. These numbers are used as a factor in charging the full cost of the meal to those who are under 60 and the Long-Term Care programs such as Family Care or IRIS. March mentioned that the Waterloo library who is currently contracted to oversee the delivery of the home delivered meals in Waterloo is not renewing their contract for the 2024 year. Staff will be working over the next few months to transition running the Waterloo site until we can get someone hired for this position. We are actively looking for another site location to run the home delivered meal

program from due to costs of the current rental site. The nutrition program had a goal to increase community engagement by finding 4 service-learning projects from community group members. All four of those projects are assigned including a group that will be decorating home delivered meal bags, a group decorating placemats for congregate diners, a 1st grade class that made holiday cards around thanksgiving time and an independent community member who made a pack of 4 holiday cards from home delivered meal participants to use to give out to their loved ones.

Transportation Program Update:

Mobility Manager, Mike Hansen Reported:

Ridership for the ADRC of Jefferson County Driver / Escort Service for November 2023 was 1008 one-way rides. The number of new (first time) riders for the month was 15 and the number of unique clients served was 140.

Transportation KOI's were both met last month.

- 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 November 2023.
- KOI 2. Provide at least 40 rides for social interaction opportunities or attendees at wellness & Socialization events such as Wednesday Walks, Day Trips, shopping, etc. We met this goal in November 2023, providing 144 ride opportunities for social interaction.

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

- Our 2024 85.21 grant application was completed and submitted to WisDOT.
- A Day Trip Event was held on November 8th. A group went to the Hoard Museum, the Simple Life Country Store and had lunch at the Fort Family restaurant in Fort Atkinson.

Jefferson County Human Services was awarded the following funds from WisDOT for the 2024 Section 5310 Grant (Cycle 48): Mobility Management \$ 70,322 and Rear Entry Minivan \$ 53,113. Increased vehicle and operating costs, increased applications, and funding availability made the grant approval process more competitive this year and as a result, most awards were smaller than in past years.

Dementia Care Specialist Update

Dementia Care Specialist, Tonya Runyard Reported:

I, the Dementia Care Specialist, shared that in November, I had 16 consumer interactions. During the month of November, I facilitated 2 Dementia Caregiver Support Groups. The coalitions/committees that I supported this month were:

Dementia Friendly Community Network, "A Day with Lewy" planning meeting, and Watertown Dementia Awareness Coalition. I provided Dementia Live Experience at Seniors in the Park in Whitewater. I provided Dementia Friends at Riverview Manor. I attended the 2023 Teepa Snow Conference virtually. I supported 2 Memory Cafés – Whitewater and Waterloo. I offered 5 memory screen events – Jefferson Sr. Center (0), Watertown Library (2), Waterloo (0), Lake Mills (0), Trinity Pines (6). I co-facilitated our Caregiver Event. I met with Society's Assets.

Transportation and Nutrition Program Waivers – Mike Hansen and Tatiana March

Discussion and Possible Action: Curtis Hoffer – Transportation waiver

Carol Oneil made a motion to approve this waiver request, Janet Sayre Hoeft seconded. Motion was approved.

Discussion on Items for next agenda

Adjourn: Janet Sayre Hoeft made a motion to adjourn the meeting; Frankie Fuller seconded. Motion carried. Meeting adjourned at 2: 40pm.

Respectfully submitted,
ReBecca Schmidt
ADRC Division Manager

Attachment I 2023 KOIs

Program	Program Manager	2023 KOI	September	October
Dementia Care Specialist	Tonya Runyard	Complete 50 Memory Screens throughout 2023	55 total	77 total
Caregiver Support Specialist	Kim Herman	Increase enrollment into T – IIIB and NFCSP programs by 5 families each.	4	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 12/12	Met 8/8
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.	5	5
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 149	Met Met

Program	Program Manager	2023 KOI	September	October
Elderly Benefit Specialist	Emma Borck	DBS staff will co-present with EBS staff at four or more "Welcometo Medicare"Workshops	Met 4/4	Met 4/4
Disability Benefit Specialist	Shelly Wangerin	DBS staff will co-present with EBS staff at four or more "Welcometo Medicare"Workshops	Met 4/4	Met 4/4
ADRC	Dominic Wondolkowski	100% of all LTCFS determined within 30 days from date of request.	Met 23/23	Met 19/19