



Aging & Disability Resource Center Advisory Committee
Minutes of Meeting
Tuesday, April 1st, 2025

Call to Order

The meeting was called to order by John Donohue at 1:04 pm.

Roll Call

Committee Members Present: John Donohue-Chair, Frankie Fuller -Vice-Chair, Janet Sayre-Hoeft, Mary Roberts, and Katie Dixon.

Attended by zoom: LaRae Schultz, and Todd Wiedenhoeft.

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

Certification of Compliance with Open Meetings Law

It was determined that the committee follows Open Meetings Law.

Approval of Agenda

Frankie Fuller made a motion to approve, Mary Roberts seconded. Motion carried.

Approval of February 4th, 2025, Minutes

Katie Dixon Made a motion to approve the February Meeting Minutes, Frankie Fuller Seconded, motion carried.

Approval of March 4th, 2025, Minutes

Janet Sayre-Hoeft made a motion to approve the March Meeting Minutes, Mary Roberts seconded, motion carried.

Communications

There was no communications to share.

Public comment

There were no public comments.

Announcements:

There were no announcements.

Update ADRC & Aging Program 2025 Key Outcome Indicators- Dominic Wondolkowski, ADRC Supervisor

ReBecca Schmidt shared an update on the progress of the 2025 Key Outcome Indicators.
See attached KOI reports

ADRC Program Update:

ADRC Supervisor, Dominic Wondolkowski reported:

For March, the KOI was met. 17 of the 17 functional screens were calculated following the KOI guidelines. Two “Notice in Delay” letters were mailed in March and in both cases, the reason for the delay was no medical records. Fifteen individuals were eligible at NH-LOC, meaning the individual is eligible to enroll in a Family Care, Partnership or IRIS program. Two individuals were determined at a non-NH LOC with one of the individuals enrolled in a Family Care program (limited pkg.). Additional KOI cases added included Jan. =2 and Feb.=1. For Quarter 1: January-March 2025, the ADRC is 65 of 65 in compliance with the KOI.

The search method for unique clients has changed and so the monthly numbers are lower than previously reported. For March, 315 unique clients were served, meaning they received at least one unit of service.

As part of the Jefferson County Youth Transition Coalition, Job Olympics 2025 was held on March 20th at the MATC-Watertown campus. The event is most applicable to students with Intellectual Disabilities and/or Autism. Watertown PD School Liaison Officer-Evan Bresser presented on social media and internet safety. There were 83 in attendance. The event was featured in the Watertown Daily Times newspaper.

The Department of Health Services (DHS) launched an ADRC Modernization Project in 2024 with carryover to 2025. The projects included new ADRC logo and tagline “Your Bridge to Support”; Toll Free Locator Service (operated by Down Syndrome Assoc. of WI); Centralized Resource Directory (located on DHS website); Peer Place database system (used by ADRC staff effective 11.6.24); marketing and outreach campaign which includes digital and social media ads, radio, streaming and TV broadcast ads, billboards placed statewide, and Hmong and Native American posters placed in convenience stores and gas stations. All photography and video for the marketing products was taken on location at Ho-Chunk Nation Tribal Partner Agency and ADRC of Waukesha County. ADRC of Jefferson County was selected as an alternate location and never used.

Nutrition Program Update:

Tatiana March reported:

In February, all 14 assessments were successfully completed within 14 days, and the Key Outcome Indicator (KOI) was met. Our program served a total of 2,254 home-delivered meals and 441 congregate meals. Additionally, we welcomed 14 new participants into the Home-Delivered Meal program, further expanding our reach.

March brought exciting changes with the addition of two new temporary site manager substitutes. These substitutes are essential in ensuring coverage when site managers are out due to illness or vacation. This ensures continued operations without having office staff cover the dining sites.

We are also seeing an increase in congregate dining participation at both our Lake Mills and Jefferson sites. To build on this momentum, we are actively marketing these locations to increase attendance, as historically, they have not been highly attended. A new initiative includes partnering with the Club 55 members in Lake Mills to encourage more community members to join us for dinner.

Looking ahead, in April and May, March will attend the volunteer fair at the Fort Atkinson Municipal Building alongside Mike from Transportation. Additionally, she will participate in the WAND conference on April 30 and May 1, a bi-annual gathering of Nutrition Directors from across Wisconsin.

Transportation Program Update:

Mobility Manager Michael Hansen reported:

Ridership for the ADRC of Jefferson County Driver / Escort Service for April 2025 was 949 one-way rides. The number of new (first time) riders for the month was 16 and the number of unique clients served was 139

Our Transportation KOI was met.

- KOI 1. 95% of qualifying medical ride requests are met this past month. All qualifying medical rides are counted if the client follows policy criteria. We met this goal.

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

- Our next Day Trip Event for 2025 is planned for April 2nd going to Hartford to the Wisconsin Auto Museum..
- We are planning to purchase a Honda Odyssey from Rock County Honda with our 2024 5310 Grant Award. We hope to have it in service soon.
- We are planning to purchase a “side loading” 2025 Chrysler Voyager WC Van to replace Vehicle 58 with funding from a 2025 5310 Grant. Currently waiting on WisDOT for the next step in the process.
- We recently had two staff drivers stop driving due to health issues. We are currently in the process of interviewing and hope to hire soon.

Dementia Care Specialist Update

Dementia Care Specialist, Tonya Runyard:

I, the Dementia Care Specialist, shared that in March, I had 27 consumer interactions. During the month of March, I facilitated 3 support groups. The coalitions/committees/networking meetings that I supported this month were: Dementia Friendly Community Network, Dementia Friendly Community Initiative, Dementia Friendly Task Force, A Day with Lewy planning, Bridges Library Meeting, Volunteer Banquet Meeting, and Watertown Dementia Awareness Coalition. I also met with Jody Krainer of Wisconsin Alzheimer’s Institute, I attended the Alzheimer’s Association Advocacy Day, and participated in a Watertown Chamber Chat and Understanding Alzheimer’s & Dementia Event . I supported 3 Memory Cafés. I offered Caregiver Card Club in Jefferson. I also offered Savvy Caregiver Program and had to cancel due to low registration.

Tonya Runyard
Dementia Care Specialist

Transportation and Nutrition Program Waivers – Mike Hansen and Tatiana March

Mike Hansen presented a waiver for a transportation rider, Sally Sommer. Janet Sayre-Hoeft made a motion to approve the waiver, Mary Roberts seconded, motion carried. Mike will send out a letter letting the participant know.

Discussion on Items for next agenda:

No new items were suggested for the next meeting.

Adjourn: Mary Roberts made a motion to adjourn the meeting; Katie Dixon seconded. Motion carried. The meeting was adjourned at 2:51pm

Respectfully submitted,
ReBecca Schmidt
ADRC Supervisor

Program	Program Manager	2025 KOI	February	March
Dementia Care Specialist	Tonya Runyard	Offer Powerful Tools for Caregivers, SAVVY Caregiver, Time Slips, Dementia Live and Music & Memory, Boost Your Brain & Memory	2/6	3/6
Family Caregiver Support Specialist	Kim Herman	Provide 2 educational opportunities/trainings throughout the year.	0/2	0/2
Senior Nutrition Program	Tatiana March	Complete home assessment within 14 days of participant requesting home delivered meals	Met 14/14	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 2025.	6/6 Strong Bodies ESMMWL Stepping On SAVVY Caregiver	6/6

Program	Program Manager	2025 KOI	February	March
Elder Benefit Specialist	Emma Borck Betty Jaeckel	Offer 9 Welcome to Medicare Classes throughout the year	2/9	3/9
Disability Benefit Specialist	Shelly Wangerin Betty Jaeckel	Offer 9 Welcome to Medicare Classes throughout the year	2/9	3/9
ADRC	Dominic Wondolkowski	100% of all long-term care functional screens must be determined no later than 30 days from the date the ADRC receives a request or expression of interest	Met 22/22	Met 17/17
Transportation Services	Mike Hansen	95% of qualifying medical ride requests are met.	Met	Met

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