



Aging and Disability Resource Center Advisory Committee
Minutes of Meeting
Tuesday, June 3rd, 2025

Call to Order

The meeting was called to order by John Donohue at 1:00 pm.

Roll Call

Committee Members Present: John Donohue-Chair, Todd Wiedenhoeft, Frankie Fuller, Janet Sayre-Hoeft, Mary Roberts, Katie Dixon, Carol O'Neil and Michael Wineke.

Attended by zoom: LaRae Schultz

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

Certification of Compliance with Open Meetings Law

It was determined that the committee follows Open Meetings Law.

Approval of Agenda

The agenda was approved as amended. Carol O'Neil made a motion to approve the agenda with the one above-noted change, LaRae Schultz seconded. Motion carried.

Approval of May 6th, 2025 Minutes

Michael Wineke made a motion to approve the May Meeting Minutes, Janet Sayre-Hoeft seconded. Motion carried. Minutes stand approved.

Communications

No communications shared

Public comment

There were no public comments

Announcements:

No announcements

Update ADRC & Aging Program 2025 Key Outcome Indicators- ReBecca Schmidt

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

ADRC Program Update:

ADRC Supervisor, Dominic Wondolkowski reported:

In May, 28 functional screens were calculated following the KOI guidelines and the KOI was met. Of the 28 FS, 25 were eligible at a NH-LOC, meaning the individual is eligible to enroll in a Family Care, Partnership or IRIS program. Three individuals were determined at a Non-NH LOC. January-May 2025, the ADRC is 117 / 117 in compliance with the KOI.

For May, 344 unique clients were served, meaning they received at least one unit of service.

On May 14th, Tonya Runyard, Kris Draeger and Dominic Wondolkowski represented the ADRC at the Watertown Senior Care Fair, Watertown Senior & Community Center. Event organizer reported approx. 70 participants in attendance. The ADRC had 34 contacts.

Sr. Farmer Market checks (vouchers) are now available effective June 2nd. On the first day, approx. 20 individuals presented to the ADRC office to receive their checks. The ADRC is scheduled at 15 outreach sites in the month of June to distribute the checks. As of 5.27.25, there are only four approved FMNP Markets & Farmstands in Jefferson County.

DBS/EBS staff have added two additional “Welcome to Medicare” workshops for calendar year 2025 including on 7/10/25 from 1pm-3pm at Rock Lake Community Center presented by our volunteer-Jean.

Nutrition Program Update:

Tatiana March Reported:

In May, all 10 assessments were successfully completed within 14 days, and the Key Outcome Indicator (KOI) was met. Our program served a total of 2,658 home-delivered meals and 518 congregate meals. Additionally, we welcomed 10 new participants onto the Home-Delivered Meal program.

There were no staffing updates during the last month. All site managers continue to be well, and the new site manager substitutes who began in March are acclimating smoothly to program procedures.

We are seeing an increase in congregate dining participation at both our Lake Mills and Jefferson sites. A new partnership with the Club 55 members in Lake Mills aims to encourage more community members to join us for dining. Additionally, we’re collaborating with the UW Extension of Jefferson County to launch a nutrition education series at the Lake Mills dining site.

Transportation Program Update:

Mobility Manager Michael Hansen reported:

Ridership for the ADRC of Jefferson County Driver / Escort Service for June 2025 was 902 one-way rides. The number of new (first time) riders for the month was 12 and the number of unique clients served was 133

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 last day trip on for May 14th we traveled to Horicon Marsh & Visitor Center.
- Our next Day Trip Event for 2025 is planned for June 4th going to Lake Monona for a Pontoon Ride.
- Some of our drivers are currently involved in a large-scale marketing campaign to restock our Transportation and ADRC flyers in over 100 area locations.
- 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.
- Two new staff drivers to replace two drivers who recently retired due to health issues have started.

- We also have one more volunteer driver to bring the total to 8 volunteer drivers.

Dementia Care Specialist Update

Dementia Care Specialist, Tonya Runyard:

I, the Dementia Care Specialist, shared that in May, I had 10 client calls. During the month of May, I facilitated 3 support groups. The coalitions/committees/networking meetings that I supported this month were: Dementia Friendly Community Network, Dementia Friendly Community Initiative. I attended the Watertown Senior Care Fair & the Sullivan Community Event. I offered Caregiver Card Club, presented at the Jefferson County Firemen's/EMS meeting, provided Dementia Friends to Trinity Lutheran in Watertown, collaborated with APS to provide POA Talk at Jefferson Senior Center, provided Dementia Friends at CIP Training at the Hoard Museum and offered Memory Screen Event at the Watertown Senior Center. I supported 3 Memory Cafés. I offered Caregiver Card Club in Jefferson. Tonya offered 4 dementia care support groups.

Tonya Runyard
Dementia Care Specialist

Transportation and Nutrition Program Waivers – Mike Hansen and Tatiana March

3 Transportation waivers were approved
3 Transportation waivers were denied.

Discussion on Items for next agenda:

Budgets for the Nutrition program were introduced. The program is now operating over budget. More discussion in July on a plan to get costs back in alignment.

Remarks:

Janet Sayer-Hoeft expressed her appreciation for her time serving on the Advisory Committee. ReBecca Schmidt thanked Janet for her six years of service.

Adjourn: Janet Sayre-Hoeft made a motion to adjourn the meeting; Katie Dixon seconded. Motion carried. The meeting was adjourned at 3:15pm

Respectfully submitted,

ReBecca Schmidt
ADRC Supervisor

Program	Program Manager	2025 KOI	April	May
Dementia Care Specialist	Tonya Runyard	Offer Powerful Tools for Caregivers, SAVVY Caregiver, Time Slips, Dementia Live and Music & Memory, Boost Your Brain & Memory	3/6	4/6
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	1/1	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	6/6

Program	Program Manager	2025 KOI	April	May
Elder Benefit Specialist	Emma Borck Betty Jaeckel	Offer 9 Welcome to Medicare Classes throughout the year	4/9	5/9
Disability Benefit Specialist	Shelly Wangerin Betty Jaeckel	Offer 9 Welcome to Medicare Classes throughout the year	4/9	5/9
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 24/24	Met 28/28
Transportation Services	Mike Hansen	95% of qualifying medical ride requests are met.	Met	Met