



Aging and Disability Resource Center Advisory Committee
Minutes of Meeting
Tuesday, November 4th, 2025

Call to Order

The meeting was called to order by Frankie Fuller at 1:02 pm.

Roll Call

Committee Members Present: Mike Wineke, Katie Dixon, Frankie Fuller, Mary Roberts, Carol O'Neil.

Attended by zoom: LaRae Schultz

Not present: Todd Wiedenhoeft, John Donohue, Lou Klein

Present from ADRC: ReBecca Schmidt, Erika Holmes, Tonya Runyard, and Mike Hansen

Certification of Compliance with Open Meetings Law

It was determined that the committee follows Open Meetings Laws.

Approval of Agenda

Mike Wineke made a motion to approve the re-order of the agenda, Katie Dixon seconded. Motion carried.

Approval of October 7th, 2025, Minutes

Carol O'Neil made a motion to approve the October Meeting Minutes, LaRae Schultz seconded. Motion carried. Minutes stand approved.

Communications

No communications shared.

Public comment

There were no public comments.

Announcements:

The Human Services Board approved the PT administrative position for the Nutrition Program. This will go to County Board in November.

The Human Services and County Board approved the Transportation Grant application.

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, Erika Holmes reported:

In October, 22 of 22 functional screens were calculated following the KOI guidelines and the KOI was met. One "Notice in Delay" letter was mailed. Of the 22 FS, 21 were eligible at a NH-LOC, meaning the individual is eligible to enroll in a full-benefit long-term care program. No individuals were determined at a non-NH LOC and one individual was determined functionally ineligible. January-October 2025, the ADRC is 230 of 230 in compliance with the KOI.

For October, 406 unique clients were served, meaning they received at least one unit of service. The January - October average is 394 unique clients served monthly.

Erika Holmes and Shelly Wangerin attended the Veterans Block Party. 37 people stopped at the booth and talked about ADRC resources.

Upcoming outreach and/or marketing events include:

11/29/25 Johnson Creek Holiday Fair

1.15.26 10am-3pm. Wellness Fair, Marquardt -The Grove Towne Centre, Watertown.

Dementia Care Specialist Update

I, the Dementia Care Specialist, shared that in October, I had 17 client calls. During the month of October, I facilitated 3 support groups. The coalitions/committees/networking meetings that I supported this month were Dementia Friendly Task Force, Cambridge Wellness Collaboration, Senior Spring Resource Fair, and Dementia Friendly Community Initiative. I provided Dementia Live, Dementia Friendly Business Training, and CIT Training. I also supported 3 Memory Cafés and offered Dementia Caregiver Card Club. I also attended High Octane Brain Fitness Program and the Senior Living Tailgate Tour.

Tonya Runyard
Dementia Care Specialist

Nutrition Program Update:

ReBecca Schmidt reported:

In September the Senior Nutrition Program served 1994 Home Delivered Meals and 400 Congregate Meals.

Other updates:

- Current Route Waitlists were reviewed, currently there are 9 people on the waiting list.
- Jackie Unke left her Site Manager Position as of 10/31/2025.
 - This position will be posted soon.
 - Coverage is in place through November at this time.

Transportation Program Update:

Mobility Manager Michael Hansen reported:

Ridership for the ADRC of Jefferson County Driver/Escort Service in October 2025 totaled 1107 one-way rides. There were 19 new riders and 156 unique clients served.

Transportation KOI: KOI 1: 95% of qualifying medical ride requests were met this month. All qualifying rides that followed policy criteria were completed, so this goal was achieved.

Key Updates:

- The final day trip of the year will be on November 5, to the Bobblehead Museum in Milwaukee.
- Work is underway on the 2025 State 85.21 Specialized Transportation Grant, due at the end of December.
- Plans are in progress to purchase a side-loading 2025 Chrysler Voyager WC Van to replace Vehicle 58, funded through the 2025 5310 Grant. WisDOT is ready to order this vehicle and a PO from them is expected this week.

Discussion on Items for next agenda:

Budgets

Remarks:

None.

Adjourn: Mary Roberts made a motion to adjourn the meeting; Katie Dixon seconded. Motion carried. The meeting was adjourned at 1:44 pm.

Respectfully submitted,
ReBecca Schmidt
ADRC Division Manager

Program	Program Manager	2025 KOI	August	September
Dementia Care Specialist	Tonya Runyard	Offer Powerful Tools for Caregivers, SAVVY Caregiver, Time Slips, Dementia Live and Music & Memory, Boost Your Brain & Memory	5/6	5/6
Family Caregiver Support Specialist	Kim Herman	Provide 2 educational opportunities/trainings throughout the year.	1/2	1/2
Senior Nutrition Program	ReBecca Schmidt	Complete home assessment within 14 days of participant requesting home delivered meals	Met	Met
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.	Met 6/6	Met 6/6

Program	Program Manager	2025 KOI	August	September
Elder Benefit Specialist	Emma Borck Betty Jaeckel	Offer 9 Welcome to Medicare Classes throughout the year	Met 9/9	Met 9/9
Disability Benefit Specialist	Shelly Wangerin Betty Jaeckel	Offer 9 Welcome to Medicare Classes throughout the year	Met 9/9	Met 9/9
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 26/26	Met 20/20
Transportation Services	Mike Hansen	95% of qualifying medical ride requests are met.	Met	Met