



Aging and Disability Resource Center Advisory Committee
Minutes of Meeting
Tuesday, September 2nd, 2025

Call to Order

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

Roll Call

Committee Members Present: John Donohue, Katie Dixon, Frankie Fuller, Mary Roberts, Carol O'Neil, Michael Wineke, and Lou Klein.

Attended by zoom: None

Not present: Todd Wiedenhoef and LaRae Schultz.

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

Certification of Compliance with Open Meetings Law

It was determined that the committee follows Open Meetings Laws.

Approval of Agenda

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

Approval of August 5th, 2025, Minutes

Frankie Fuller made a motion to approve the August Meeting Minutes, Mary Roberts seconded. Motion carried. Minutes stand approved.

Communications

No communications shared.

Public comment

There were no public comments.

Announcements:

Dominic W. announced his retirement on Oct. 3rd of this year.

Erika Holmes has been hired to be the new ADRC Supervisor starting Sept. 22nd of this year.

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

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 August, 26 of 26 functional screens were calculated following the KOI guidelines and the KOI was met. One "Notice in Delay" letter was mailed. Of the 26 FS, 22 were eligible at a NH-LOC, meaning the individual is eligible to enroll in a full-benefit long-term care program. Three individuals were determined at a non-NH LOC, and one individual was determined functionally ineligible. January-August 2025, the ADRC is 186 of 186 in compliance with the KOI.

For August, 376 unique clients were served, meaning they received at least one unit of service. The January -August average is 364 unique clients served monthly.

From July 2025 ADRConnect meeting follow-up memo, DHS shared preliminary analysis of the results from the statewide survey of options counseling customers that was conducted earlier this year. The survey response rate was 25%, which is good for a mail survey with no incentive. About 85% of respondents rated their overall satisfaction with the ADRC as good, very good, or excellent. The memo also included several general takeaways that was shared with the committee.

Per a WI. Gov.D memo, July 30, 2025, mark the 60th anniversary of the Medicare & Medicaid programs.

Karla Nava and Dominic Wondolkowski marketed the ADRC at the Lake Mills Farmers Market on August 20th. We had 29 citizen contacts. All Farmer Market voucher checks have been distributed.

Upcoming outreach and/or marketing events include:

- 9.11.25 Presentation at the Wisconsin Retired Educators Association at MATC Fort Atkinson Campus
- 9.13.25 12:00-4:00pm. Fort Atkinson Fiesta
- 9.30.25 9am-12n. Falls Prevention Summit, Fort Atkinson Club
- 10.10.25 9am-4pm. Veterans Block Party, American Legion Post 67, Lake Mills
- 1.15.26 10am-3pm. Wellness Fair, Marquardt -The Grove Towne Centre, Watertown.

Nutrition Program Update:

ReBecca Schmidt reported:

In July the Senior Nutrition Program served 2363 Home Delivered Meals and 409 Congregate Meals. ReBecca reported that a new Senior Nutrition Supervisor has been hired, her name is Kimberly Lafler. She will be starting September 8th.

Other updates:

- The program was approved to transfer one PT meal site manager position into a PT admin position for the program in hopes of preventing nutrition supervisor burnout.
- Shelf stable meal notices were sent out.
- The new waitlist is in place.
- Waterloo site was closed as of September 1st. Waterloo clients will continue to receive meals M.W.F each week on a route out of the Lake Mills Meal Site.

Transportation Program Update:

Mobility Manager Michael Hansen reported:

Ridership for the ADRC of Jefferson County Driver / Escort Service for August 2025 was 926 one-way rides. The number of new (first time) riders for the month was 19 and the number of unique clients served was 150.

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 that was on Wednesday, August 6th to Baraboo for the Circus World Museum and Ringling Brothers Theater.
- Our next day trip is on Wednesday, September 3rd going to Lake Geneva for shopping and the beautiful waterfront area.
- We recently submitted our annual application for the Federal 5310 Mobility Manager Grant using WisDOT's new TMS website.
- 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 propose a new Copay Waiver applicant scoring system. The scoring system works by assigning points to different factors that demonstrate financial or transportation hardship, with higher scores reflecting greater need and priority for free rides. Applicants earn more points if their income is closer to or below the federal poverty level, if their monthly expenses consume most of their income, or if they are older adults. Extra points are also given for documented permanent disabilities or ongoing medical treatments, as well as for those who lack reliable transportation.

The benefits of this system are significant. It ensures fairness by evaluating all applicants against the same measurable criteria and provides transparency so that decisions are clear to both clients and the board. It prioritizes the most vulnerable clients, ensuring resources go where they are most needed. The data-based approach also strengthens accountability, making the process easy to defend to funders and auditors. Finally, the system is flexible, allowing point values or thresholds to be adjusted over time as community needs shift.

The scoring system was generally accepted but the Advisory Board thought it still needed some tweaks. We will likely add scores for liquid assets, such as checking and savings accounts, and retirement savings. Also, applicant's age may be eliminated as a factor altogether if they qualify for our program by being 60 years of age or older.

Dementia Care Specialist Update

I, the Dementia Care Specialist, shared that in August I had 14 client calls. During the month of August, I facilitated 3 support groups. The coalitions/committees/networking meetings that I supported this month were Cambridge Wellness Collaborative & Wakeup Watertown. I manned a table at the Jefferson National Night Out, provided Dementia Friendly Business Training, Dementia Live Experience, attended the Bringing Hope & Light to the Dementia Journey, participated in Real Colors Training, met with MATC Administrator Coordinator, and met with Fall Prevention Planning Team. I also supported 3 Memory Cafés.

Tonya Runyard
Dementia Care Specialist

Transportation and Nutrition Program Waivers – Mike Hansen/Dominic Wondolkowski

Two waiver requests was reviewed and denied.

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 2:24 pm.

Respectfully submitted,

ReBecca Schmidt
ADRC Division Manager

Program	Program Manager	2025 KOI	July	August
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.	6/6	6/6

Program	Program Manager	2025 KOI	July	August
Elder Benefit Specialist	Emma Borck Betty Jaeckel	Offer 9 Welcome to Medicare Classes throughout the year	8/9	Met 9/9
Disability Benefit Specialist	Shelly Wangerin Betty Jaeckel	Offer 9 Welcome to Medicare Classes throughout the year	8/9	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 21/21	Met 26/26
Transportation Services	Mike Hansen	95% of qualifying medical ride requests are met.	Met	Met