



ADRC Advisory Committee Agenda
Jefferson County Human Services Department
1541 Annex Road, Jefferson, WI 53549
Health/Human Services Conference Room

Date: Tuesday, February 7, 2017

Time: 1:00 p.m.

Committee Members: Earlene Ronk, Chair; Carol Battenberg, Ellen Haines, Dan Krause, Russell Kutz, Marcia Bare, Carolyn Niebler & Connie Stengel, Ellen Sawyers

1. Call to order
2. Roll call (establishment of a quorum)
3. Certification of compliance with Open Meetings Law
4. Approval of the agenda
5. Approval of the ADRC Advisory Committee minutes from 12/6/2016
6. Communication – Budget Approval Letter from GWAAR
7. Public comment (Members of the public who wish to address the committee on specific agenda items must register their request at this time)
8. Advocacy Updates
9. Discuss ADRC Report, Dominic Wondolkowski – ADRC Supervisor
10. Discuss and review 2016 Nutrition Program Congregate and Home Delivered Meal participant survey and updates
11. Discuss and review Adult Protective Services 2016 WITS Reports and updates
12. Discuss and review ADRC Reliability and Consistency of ADRC Functional Screening and Options Counseling Report – Dominic Wondolkowski
13. Discuss and review 2016 Aging Unit Self Assessment Plan
14. Discuss Transportation Program Updates
15. Review 2017 ADRC Annual Update
16. Discuss possible agenda items
17. Adjourn

Next scheduled meetings: March 7, 2017
 April 4, 2017
 May 2, 2017
 June 6, 2017

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.



Aging & Disability Resource Center Advisory Committee
Minutes of Meeting

Tuesday, December 6, 2016

Call to Order

The meeting was called to order by Ronk at 1:00 p.m.

Roll Call

Present: Earlene Ronk, Chair; Carolyn Niebler, Carol Battenberg, Russell Kutz, Ellen Haines, Connie Stengel, and Ellen Sawyers.

Also Present: Sharon Olson and Dominic Wondolkowski, staff and Ella Reinel, community member.

Certification of Compliance with Open Meetings Law

Olson certified compliance.

Approval of Agenda

The agenda was reviewed and approved in a motion made by Kutz, seconded by Battenberg and passed unanimously.

Approval of 11/1/2016 Minutes

A motion to approve the 11/1/2016 minutes was made by Niebler, seconded by Haines and passed unanimously.

Communications

None.

Public Comment

None

Advocacy Updates:

Olson shared information sent by Janet Zander of GWAAR from the Survival Coalition on Wisconsin's Direct Care Workforce Crisis. Wisconsin is currently experiencing a direct care workforce crisis that is putting people with disabilities and older adults in danger of serious illness, harm and loss of independence. The Survival Coalition heard from over 500 people who rely on direct care services and their family members about the impact the workforce crisis is having on their lives. People can't find workers: 85% said they do not have enough workers to work all their shifts and 95% said it's very hard or somewhat hard to find workers. How did that impact people, some people had to quit their job or miss work, some missed medical appointments, 27% shared that they do not feel safe at home. Some of the

comments made where that due to no staff, a person needed to stay “in their chair from 3:00 pm until 9 am the following day without supper, bathroom assistance or even water.”

Olson shared that Janet Zander will be presenting at the ADRC of Dane County on January 6th from 9:00 am to 12:00 pm on Key Issues in Public Policy: Advocacy: The “Who, What, When, Where and Why”. If anyone is interesting in attending to let Olson know.

Discussion: ADRC Report

Wondolkowski updated the committee on the following items:

Key Outcome Indicators for November-- I & A staff provided 20 initial home visits with 16 home visits (80%) conducted within 7-days of the consumer’s request.

Nov 2nd-ADRC Director’s Meeting: The Business Plan (submitted 11-1-16) and the 2017 Scope of Services /DHS Contract with ADRC’s were the primary items of discussion.

ADRC Contract Changes for 2017: Wondolkowski reviewed how physical plant, staff and technology requirements for 2016 are no longer required in 2017. Examples include: (1) signage (logos need not be in the Department’s blue and white color scheme); (2) a separate reception area is no longer required; (3) a telephone system to have the capacity to track and report hold times and abandon calls is not required and (4) the receptionist need not be solely dedicated to the ADRC. Timelines changes for ADRC activities include: home visits must be conducted within 10-days of the customer’s request (2016 rule was 7-days). LTCFS must be administered 10 business days after the customer’s request to be screened. Good News: The Dementia Care Specialist position will be funded for the entire 2017 calendar year (for much of 2016, the DCS position funding was slated to end on 6-30-16).

Changes in Long-Term Care Functional Screen: Wondolkowski reviewed effective 1-9-17 , DHS will implement “target group automation”. This is a dramatic change in the screen process. Lead Screener-Karen Tyne went to a training on 12-5-16. All I & A staff will view a web cast by DHS later in December that will address the changes in the screen.

ADRC Staff Training: In November and December , all I & A staff completed Motivational Interviewing training. The use of M.I. techniques by all human service staff is highly encouraged when interacting with consumers.

Managed Care Organizations (MCO’S) serving Jefferson County: Currently ContinuUs and Care WI. serve Jefferson Co. ContinuUs is now set to merge with Western Wisconsin Cares and Community Care Connections of Wisconsin and will be known as “Community Link, Inc.” Representatives from Community Link, Inc. will visit ADRC staff on 12-19-16 and make a presentation of their services.

There is also another proposal recently submitted to the State of WI.-Dept. of Health Services for a new MCO—"My Choice" to provide Family Care long term services to region 5, which includes Jefferson Co. No decision has been made by the State regarding the My Choice proposal.

ADRC/MCO/TMG (IRIS) and IM Roundtable: The group met again on 11-11-16. DHS has requested each ADRC renew their Enrollment and Disenrollment Plan with organizations within the ADRC service area. The Enrollment and Disenrollment Plan outlines the role of the ADRC and the partner roles of IM Consortium, MCO and IRIS to ensure consistency. Sharon Olson has mailed the Plan to all agencies for signature. Partners shall have the agreement signed/returned to the ADRC by 12-15-16.

Living Well: The ADRC had to cancel the Living Well with Chronic Conditions class scheduled for the Fort Atkinson Senior Center due to a lack of participants. Another class will be offered in the spring of 2017.

The ADRC is required to submit an Annual Report to the Office of Resource Development (ORCD) by 1-4-2017.

Discussion: Nutrition Program and Updates:

Maria Peterson shared some of the updates she has been making to some of the program guidelines. She is working on updating a Nutrition Project Council Member orientation manual. She is also working with the site managers on a Training plan for new volunteers.

Discussion: Care Talks Project

Olson shared information on a new research project that will be starting in March/April of 2017. Care Talks is funded through a research grant from the American Academy of Family Physicians Foundation and Bader Philanthropies. The ADRC will receive funding thru the UW Madison to offer 40 caregiver and recipients to partake in this research study. Care Talks meets for four, two hour sessions. The project's goal is to help friend and family member communicate with their care recipients health care team.

Discussion and Reviewed ADRC Policies on Conflict of Interest, Complaint and Appeals, and Short Term Services Coordination:

Wondolkowski reviewed the following policies: Conflict of Interest ; Complaint and Appeal and Short Term Service Coordination Policy.

Discussion and reviw of ADRC Business Plan/Marketing Plan:

Wondolkowski explained part of the Business Plan required focused on market penetration (choose a primary population). Based on Wondolkowski and Olson's research, 29.6% (almost 1/3) of Jefferson County residents are age 62 and older. Current market penetration rate for elderly (provided by the DHS) is only at 3.4%. So the ADRC of Jefferson selected the elderly as a primary focus group. Other factors considered in the selection included that

there are multiple nursing homes, CBRF's and assisting living facilities in Jefferson Co. Marketing efforts will be focused on the cities of Fort Atkinson, Jefferson and Watertown based on past history of consumer contacts. Marketing Strategies for 2017 will include: appearance at community events, such as Wellness Fairs and Farmers Markets; public presentations; advertised in local publications; and distribute ADRC posters with tear-off cards. Other possibilities, as suggested by the Advisory Committee include provide a presentation to the County Board and/or have ADRC proclamation month. Word of mouth is still the most common means customers first learned about the ADRC as confirmed through the study performed Dr. Amy Flowers.

Take-aways by the ADRC of Jefferson Co. include awareness of the actual expenditures per service category. Also while the goal will be to increase the unduplicated consumer base, if the ADRC of Jefferson would be provided with a larger state allocation, another I & A staff could be hired to meet consumer needs. Taken away from other ADRC include some Directors felt sections in the plan were asking the same question or information but just in a slightly different fashion. Some characterized the Business Plan as more of a "marketing plan".

Discussion Transportation program Updates:

Olson shared that the 85.20 Specialized Transportation Plan has been approved by the Human Services Board and will be submitted soon. Olson is working on a plan to improve citizen feedback on the transportation program and will be looking a setting up a couple meetings during the year to spark some interest and conversation.

Discussion of possible agenda items:

Olson asked for suggestion for presentations the committee would be interested in and next month will include update on Adult Protective Services. Discussed January meeting and unanimously agreed to cancel the January meeting.

Adjourn

A motion to adjourn was made by Niebler, seconded by Stengel and passed unanimously.

Respectfully submitted,

Sharon Olson, Manager
Aging & Disability Resources Division