



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

Date: Tuesday, September 5, 2017

Time: 1:00 p.m.

**Committee Members:** Earlene Ronk, Chair; Ellen Haines, Russell Kutz, Marcia Bare, Carolyn Niebler  
Connie Stengel, Ellen Sawyers, Jeanne Tyler

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 6/6/2017
6. Communication
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. Governance: Review Candidate for Nutrition Project Committee Vacancy
10. Discuss ADRC Report, Dominic Wondolkowski – ADRC Supervisor
11. Discuss Senior Dining Program Updates– Leigh Fritter, Nutrition Program Supervisor
12. Presentation by Sue Torum, Dementia Care Specialist
13. Review and approve the Updated ADRC Orientation Manual
14. Review and approve updated ADRC Advisory Committee By-Laws
15. Discuss and review Transportation
16. Discuss Updates on AFCSP
17. Discuss Updates on NFCSP
18. Discuss Updates on Title 3 Housekeeping Program
19. Discuss and review Unmet Needs Data from SAMS
20. Discuss and Review Adult Protective Services
21. Discuss possible agenda items
22. Adjourn

Next scheduled meetings:      October 3, 2017  
                                                                 November 7, 2017  
                                                                 December 5, 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, June 6, 2017

**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, Marcia Bare, & Ellen Sawyers,

Also Present: Sharon Olson, Leigh Fritter and Dominic Wondolkowski, staff, and Jeanne Tyler and Ella Reinel as interested community members.

**Certification of Compliance with Open Meetings Law**

Olson certified compliance.

**Approval of Agenda**

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

**Approval of 06/06/2017 Minutes**

Motion by Bare, second by Battenberg, to approve the June 6, 2017, with an edit that the meeting was conducted at the Rainbow Hospice Center. Motion for approval with correction unanimously carried.

**Communications**

Ronk read the letter from Carrie Kroetz regarding the 2016 aging unit plan self-assessment. We are in compliance with the Wisconsin Elders Act.

**Public Comment**

None.

**Advocacy Updates:**

**Talking Points on the 2018 Trump Budget:**

**Medicaid is Critical to the Health and Well-Being of Many Older Adults**

- The Trump budget builds on the cuts in the House-passed American Health Care Act (AHCA) and further cuts Medicaid by \$610 billion, both acute care and long-term care. It does this by capping the amount of money the federal government contributes to Medicaid, which means states will be on the hook to cover federal cuts. States cannot absorb these costs!
- When states can't cover the difference, it will undermine seniors' access to long-term care like nursing homes or home and community-based services and supports.
- Medicaid pays 60 percent of long-term care—more than any other source!
- 2/3 of all Medicaid spending in Wisconsin is on older adults and people with disabilities. Optional Home and community-based services such as Family Care and IRIS are especially vulnerable to funding

cuts, as current federal Medicaid law mandates coverage for care institutional facilities, but less expensive community-based services remain optional.

- The cuts in the Trump budget (AHCA) could result in higher Medicaid costs and reduced care, including co-pays and premiums for consumers, waiting lists for services.
- We must preserve Medicaid's safety net guarantee in order to keep older adults healthy and living safely in their homes and communities!

#### **Medicare Is Complicated, so Save Our SHIPs!**

- The President's Budget proposes to eliminate the federal State Health Insurance Assistance program (SHIP). In every state, SHIPs provides one-on-one assistance and counseling to Medicare beneficiaries whose complex needs require more help than is provided by 1-800- Medicare or medicare.gov.
- Wisconsin SHIP counselors and volunteers responded to over 86,000 customer contacts last year.
- SHIPs rely heavily on highly-trained volunteers and play a critical role in ensuring that older adults and people with disabilities make informed decisions about their Medicare coverage and navigate the complicated and shifting landscape of Medicare choices.

Last, but certainly not least, the President proposes zeroing out funding for the Low income Home Energy Assistance Program that helps low-income households and families, including many older adults, with heating and energy bills.

There is also concern about the budget cuts to Medicaid by \$610 billion over 10 years, with is a massive disinvestment in our nation's primary safety net health and long term care programs.

In Wisconsin, the joint Finance Committee voted to continue the 19 DCS position for 1/1/18 until 6:30/2018 and increase funding in the second year of the biennium for 24 DCS positions on an ongoing basis. Although it is not official until the Governor signs the budget, but this is a big step in the process!

#### **Discussion: 2016 Annual Report: ADRC Section**

Dominic Wondolkowski presented in 2016, the ADRC of Jefferson Co. had 7,197 contacts with 2,496 unduplicated individuals to provide information and assistance, referrals and administrative duties. This is an increase of 706 contacts compared to 2015 and an increase of 1,932 contacts compared to 2014. The ADRC enrolled 194 individuals into Family Care, Partnership and/or IRIS publicly-funded programs. This is an 18% increase in enrollments compared to 2015 when the ADRC enrolled 160 customers.

In December 2016, DHS issued the report "Reliability and Consistency of ADRC Functional Screening and Options Counseling" and concluded ADRC services are reliable. Data examined included: screener certification (in 2016, 95% of all screeners passed the Continuing Skills Test) and 90% of screens performed by ADRC's in 2015-16 determined the same level of care-need as first subsequent screens performed by another entity. Independent research by Analytic Insight of customers served by the ADRC of Jefferson Co. in 2015 concluded the vast majority of our customers would recommend ADRC

services to another. Jefferson Co.'s consumer satisfaction rating increased from 3.4 in 2010 to 3.8 in 2015. This is higher than the statewide average of 3.6 (scale rate 0-4).

In 2016, the ADRC met goals of (1) 100% compliance with the State Contract and (2) Submitting a Business Plan to DHS by 11-1-16. The ADRC's KOI goal of providing 100% of all home visits to consumers within 7-days was not fully met; the ADRC averaged 84% compliance for the year. In 2016, Farmer Market redemption rate was 76%; the goal was 86%.

The ADRC also met its' 2016 goal to complete two Aiming for Excellence Projects. Projects included "Calling All Scanners" whereby desk scanners were purchased and now most paper documents are scanned by I & A staff to achieve accurate and unduplicative case record storage. Similar, a second project "DBS Word-To-Citrix" was an effort to record all case notes in electronic format within 1-2 days verses use of hand written notes with electronic data entered into Citrix as time permits. Both change projects have been adopted as current practice.

### **Discussion: ADRC Report:**

Dominic Wondolkowski updated the committee on the following items:

Key Outcome Indicator: In April 2017, I & A staff provided at total of 23 LTC Functional Screens; 16 of 23 (69.56 %) were calculated within the 14-day KOI goal. Two of the four staff were 8 out of 8 and 6 out of 6 in compliance for the month of April. In May 2017, I & A staff provided at total of 26 LTC FS; 18 of 26 (69%) were calculated within the 14-day goal. Of the cases not in compliance, most were calculated seven or less days beyond the 14-day standard. Waiting for medical records and/or a lack of time are the contributing factors to not meeting the KOI goal. A change project to evaluate and improve the process is under consideration.

Jennifer Huff, Independent Living Coordinator from Society Assets completed an assessment of the ADRC physical plant on 5-16-17 regarding compliance with the Americans with Disability Act (ADA). Overall, the ADRC is in compliance with the following exceptions: (1) the pipe under each bathroom sink needs to be wrapped for safety of the consumers in wheelchairs; and (2) the reception window is too high for some consumers. Rather than lowering the window, installation of a doorbell by the receptionist window would meet ADA compliance. DHS will reimburse the \$350 assessment fee and may provide funding for necessary repairs/remodel. All requests for funding must be submitted to DHS by 6-30-17.

Senior Farmer's Market Vouchers are now available. Vouchers will be distributed at local senior centers, farmer's markets, and the ADRC office. On 6-2-17, Wondolkowski participated in a phone interview with Michael Clish from the local radio station-WFAW. The interview will be run a few times a day on the radio to market the program and distribution sites.

### **Nutrition Program and Updates**

Nutrition Program Supervisor Leigh provided a power point presentation on Meals and Participant rates from 2012-2016, including the first quarter of 2017. Since 2012 there has been a decline in the number of meals distributed for both home delivered and congregate meals. Meal numbers declined by 1,612 meals compared to 2012 amounts in the first quarter of 2017.

Congregate meal participant numbers have increased from 2012-2016 by 112 participants, while home delivered meals have decreased by 14 participants from 2012-2016. In the first quarter of 2017, participants at congregate meals increased to 385 participants from 291 in 2012. Home delivered meal participation has seen a decline of 10 meal participants from 2012-2017.

While providing a comparison between other counties with similar older adult population based on information provided by the state in 2011 (Dodge, St. Croix, Manitowoc, Ozaukee, and Walworth counties) have seen a decline in congregate meal participation over the 5 year span as well. These counties have overall, seen slight decreases in home delivered meals over this time span as well.

Leigh stated that the Senior Nutrition Program will continue to look into what has worked in in the past and for other counties to encourage new seniors age 60 and older to join in for meals, and to retain current participants.

**Discussion and review of the Suggested 2018 ADRC Contract Revisions:**

On 5-22-17, DHS provided the internal review draft of the full 2018 contract along with a summary of 22 proposed changes. Suggested changes include: Provide limited services to adults with mental illness and substance disorders; “required” activities referenced in statute and administrative rule vs. “other authorized services” under the contract; ADRC website to include link to State’s ADRC consumer page; require systems access for termination of staff no longer employed; mandate marketing address all populations; options counseling additional services; dementia services not required but authorized; primary funding for EBS from aging unit (not ADRC budget); change-in-practice: brochures from MCO’s & ICA shall not be shared with the consumer until after an enrollment decision is made; clarifying language regarding ADRC’s responsibility for consumer access to Medicaid and other public programs; add language that prohibits use of ADRC grant funds for APS; ADRC may provide health promotion services as part of marketing; changes for Governing Board memberships and duties; add language to eliminate conflicts of interest and Tribal MOUs. The suggested revisions will be discussed at the next Director’s meeting scheduled for 6-7-17.

**Discuss Elder Abuse Awareness Day:**

Thursday, June 15<sup>th</sup>, 2017 is World Elder Abuse Awareness Day. On that day, communities in the USA and all over the world will sponsor events to highlight the growing tragic issue of elder abuse. During the month of June, a banner promoting the Awareness of Elder Abuse has been displayed in front of the Jefferson County Courthouse along with purple pinwheels that represent the number of cases the Jefferson County Adult Protective Services Unit – Mark Nevins and Shelly Theder - has responded to in 2016. On June 12<sup>th</sup> from 2 – 3 pm, the public is invited to attend the Jefferson County Elder and Vulnerable Adult Abuse Interdisciplinary Team meeting which will be held at the Aging and Disability Resource Center (ADRC) of Jefferson County, 1541 Annex Road in Jefferson. Topic speakers will be Lauren Hamvas on the Elder Rights Project and Sue Konkel & Sue Torum on the Dementia Care Training for Crisis Response. Please call the ADRC 920-674-8734 or 1-866-740-2372 to register as there is limited seating capacity.

**Discuss and review Meal Cost Tool:**

The tool is not finished. I am working with Brian, fiscal depart so we will share at the next meeting.

**Discussion of possible agenda items:**

Olson asked for suggestion s from the committee on topics of interest. Reviewing the ADRC Satisfaction Survey was a topic members were interested in.

**Adjourn:**

A motion to adjourn was made by Battenberg, seconded by Bare and passed unanimously.

Respectfully submitted,  
Sharon Olson, Manager, Aging & Disability Resources Division

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