



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

Date: Tuesday, April 3, 2018

Time: 1:00 p.m.

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

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 3/06/2018
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 from GWAAR – Greater Wisconsin Agency on Aging Resources and /or ORCD – Office of Resource Center Development
9. Discuss and possible action on Draft Transportation Policy for Waiving Co-payments
10. Discuss and possible action on Requests for Waiver of Transportation Co-payment
11. Discussion and possible action on 2017 Annual Financial Transportation Report
12. Discuss ADRC Report, Dominic Wondolkowski – ADRC Supervisor
13. Discuss Senior Dining Program Updates– Leigh Fritter, Nutrition Program Supervisor
14. Discussion on 2019-2021 Aging Plan
15. Discussion on the 2019 – 2023 Locally Developed Coordinated Public Transit – Human services Transportation Plan
16. Discussion on the Alzheimer's Family Caregiver Support Program 2017 Review
17. Discussion on items for the Next Agenda
18. Adjournment

Next scheduled meetings: May 1, 2018
June 5, 2018

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, January 2, 2018

Call to Order

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

Roll Call

Present: Earlene Ronk, Chair; Connie Stengel, Russell Kutz, Marcia Bare, Ellen Sawyers

Also Present: Sharon Olson, Leigh Fritter and Dominic Wondolkowski, ADRC Staff, Katelyn Marschall, DHS and Sandy Free, Dementia Care Specialist.

Certification of Compliance with Open Meetings Law

It was determined that the committee was in compliance with the Open Meetings Law.

Approval of Agenda

Motion to approve by Russell Kutz, second by Marcia Bare. Approved unanimously.

Approval of 12/05/2017 Minutes

Marcia Bare made a motion to approve the December 5, 2017 meeting minutes as written, Connie Stengel seconded. Motion carried 5/0.

Communications

None

Public Comment

None.

Advocacy Updates from from GWAAR – Greater Wisconsin Agency on Aging Resources and /or ORCD – Office of Resource Center Development:

- **AB-628 - Silver Alert Referral** - This modification to the Silver Alert program ensures that if a credible Silver Alert has been issued the law enforcement agency that has issued the alert for the missing adult at risk, commonly known as a "Silver Alert," to refer the person making the report and any guardian of the missing person to a local Aging and Disability Resource Center. If the subject of such an alert was driving a vehicle when he or she was reported missing, this bill also requires the law enforcement agency to notify the Department of Transportation (DOT). If DOT receives such a notification, DOT must review the driver's license of the person to determine if restrictions should be imposed on the person's license for the safety of the person or the public.
- **AB-629 - Uniform Adult Guardianship Jurisdiction** – Incorporates the uniform guidelines on guardianship jurisdiction into Wisconsin law with some modifications. Generally, the bill addresses court jurisdiction issues for adult guardians exercising their authority across state lines.
- **AB-630 - Dementia Specialist Certification** - Creates new opportunities for professional development through the creation of a voluntary dementia specialist certification program. Prohibits any person from using the title "dementia specialist" or "certified dementia specialist" without the certification.

- **AB-631 - Caregiver Tax Credit** – Eases the financial burden of family caregivers by creating a nonrefundable individual income tax credit for certain expenses related to caregiving. Max. credit = \$1,000.
- **AB-632 - Alzheimer's Disease and Dementia Awareness Grants** – Allows the state Department of Health Services (DHS) to distribute up to \$500,000 in grants to community programs across the state to raise awareness for Alzheimer's and dementia resources.

Discuss and possible action on Requests for Waiver of Transportation Co-payment:

Olson reviewed the co-payment requirement for transportation services. For consumers there is \$1.50 co-pay per trip for intercounty transportation and \$7.50 per trip for out of county transport. Many consumers have one trip.

Reviewing a person's request for a waiver, person may have limited income, but assets are over \$2,000 which is the benchmark for Medicaid for a single person. Committee would like to work on a policy to review waivers and reductions. Olson will work on a draft for our next committee meeting.

Discussion and review of Transportation Survey

Olson distributed a copy of the 2017 Transportation Survey that was completed in October and November. Highlights: 41 Respondents -

- 68 % responded that they have difficulty reaching certain places due to lack of transportation.
- The top 3 places people need transportation 1st – Medical/Healthcare, 2nd Shopping, and 3rd is Worship
- 85% responded that Weekdays between 7 – 5 is the most time a person needed transportation services; 20% responded Sundays between 7 and 5 pm and 15% requested Saturdays between 7 and 5.
- The top three response for type of funding assistance that would help manage transportation needs: 37 %- more hours through the Driver Escort Program; 19% - transportation vouchers and 19% a loan program to purchase or fix/repair a car.
- Many comments that consumers shared were very appreciative of the Volunteer Driver Program.

Discussion: ADRC Report:

Wondolkowski reported on the ADRC KOI for December was met; 15 of 15 LTCFS (100%) were calculated within the 14-day time frame.

The ADRC billboard sign is installed and will run for 60-days (approx. Feb 11th).

Sue Torum and Sue Konkel have concluded their role as the Dementia Care Specialist (DCS). Sandy Free (currently a Disability Benefit Specialist - DBS) has been hired to fill the DCS position. Shelly Wangerin (currently the ADRC Resource Specialist/Receptionist) was hired to fill the DBS position. Applications from internal candidates only are now being accepted through 1-2-18 to fill the Resource Receptionist position.

Advocacy: Tax Bill Updates communicated by Beth Sweeden at DHS: the U.S. Senate passed a tax cut bill on 12-1-17; the House passed it's own version of the tax bill a month earlier. The bill is now on its way to the President's desk to be signed into law. People with disabilities and their families' advocacy made a difference as the final tax bill restores some important tax provisions for people with

disabilities (see summary below). However, the final bill is projected to leave millions of Americans without health insurance, project increase premiums and deductibles for individuals, and impact health insurance for everyone. The bill also increases the federal deficit by \$1.5 trillion. Advocates are stating Congress's next step will be to attempt massive cuts to Medicaid, Medicare and other programs.

Wondolkowski reviewed key disability provisions within the tax bill which include: the requirement for all people to have health insurance under Affordable Care Act is repealed; the Orphan drug tax credit was not eliminated, but was reduced from reimbursing 50% of qualified clinical testing expenses to 25%; the Work Opportunity Tax Credit is kept, meaning businesses will get a tax credit if they hire people with disabilities; the low-income housing tax credit—used by many people with disabilities is kept; and the ability to move money from a 529 college savings account to an ABLE account is included, but only until December 31st, 2025 (ABLE accounts are tax-advantaged savings accounts for individuals with disabilities and their families).

Senior Dining Program Updates:

Fritter stated the increase for 2018 suggested donation rate to \$4.00 was put into place for the congregate and home delivered meal participants. She discussed that the site managers notified the congregate meal participants, and the home delivered meal participants were notified via letter.

Fritter discussed the Watertown meal site, and reminded committee members that the site began providing home delivered meals within the city of Watertown, both Jefferson and Dodge county residents in December 2017. She stated that currently two routes were for delivery, and there were currently 20 home delivered meal participants receiving meals from the Watertown meal site. The Dining Site Manager, Patti Hills has taken on the new duties that go along with providing home delivered meals seamlessly. She also stated that the Watertown groups that have been delivering meals have done a great job, and the program is grateful for their selflessness in providing meals to seniors in their community. Fritter notified the committee that there are opportunities available for volunteers in the Watertown area to help package meals.

Discussion and Review of 2017 ADRC Customer Satisfaction Surveys:

Wondolkowski explained there were 56 respondents in 2017 (an increase from only 38 respondents in 2016). The majority of consumers provided a rating of excellent or good to all survey questions on topics such as welcoming environment, care about your needs, conduct home visits in a timely fashion, etc. 100% of respondents said they would recommend the ADRC to someone else. DHS has contracted with Analytic Insight and Dr. Amy Flowers to conduct satisfaction surveys for all ADRC's the first six months of 2018 and so, ADRC staff will not distribute our own in-house survey to consumers until further notice.

Presentation on Dementia Types and Community Challenges - Katelyn Marschall, Dementia Program Grants Manager

Katelyn presented on the different types of dementia. She also shared her top community challenges: People with Dementia in crisis and how to stabilize in place; early detection and diagnosis; Health care provider's education of programs to refer.

Discussion on Draft Community Needs Survey for Aging Plan and unmet needs of the ADRC

Olson shared a same Survey of Adult and Aging Populations - Committee reviewed the 29 suggested questions. One issue that needs to be added is broadband/ internet access. We will review the survey at our next meeting. The plan is to have each committee member seek out 5 community members to

review the survey. Olson will be using the survey to discuss with people in apartment building, support groups in Jefferson County and have that I & A staff will be able to assist with the survey.

Discuss Future Agenda Items

At a future meeting the committee would like someone to come from the Library, I suggested to contact Angela from the Bridges Library. Some of the members did not know all the different programs that are offered.

Adjourn:

Marcia Bare made a motion to adjourn, Russ Kutz seconded. Motion approved unanimously.

Respectfully submitted,

Sharon Olson, Manager,
Aging & Disability Resources Division



Aging & Disability Resource Center Advisory Committee
Minutes of Meeting
Tuesday, March 6, 2018

Call to Order

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

Roll Call

Present: Earlene Ronk, Chair; Connie Stengel, Russell Kutz, Marcia Bare, Ellen Sawyers, Carolyn Niebler, Jeanne Tyler and Mary Vohs

Also Present: Sharon Olson, Leigh Fritter and Dominic Wondolkowski, ADRC Staff.

Certification of Compliance with Open Meetings Law

It was determined that the committee was in compliance with the Open Meetings Law.

Approval of Agenda

Olson requested to defer item 10, Discussion and possible action on the 2017 Annual Financial Report as it is still in the fiscal department for completion. Marcia Bare made a motion to approve the March agenda with the change to defer item 10 to our next meeting. Second by Carolyn Niebler. Approved unanimously.

Approval of 1/02/2018 Minutes

Russ Kutz made a motion to approve the January 2, 2018 meeting minutes as written, Connie Stengel seconded. Motion carried.

Communications

Dominic shared a note from Dan Krause.

Public Comment

None.

Advocacy Updates from from GWAAR – Greater Wisconsin Agency on Aging Resources and /or ORCD – Office of Resource Center Development:

Senate leaders appear to have reached a two-year budget deal that would lift overall budget caps for discretionary programs and alleviate the threat of another round of sequestration cuts. Temporary funding through March 22 to allow lawmakers more time to work out a full-year FY 2018 appropriations proposal. This deal increases overall budget caps for non-defense discretionary (NDD) programs by \$63 billion in FY 2018 (roughly a 12 percent boost) and \$68 billion in FY 2019 by amending the Budget Control Act of 2011 (BCA). The bipartisan deal would be the latest in a series of two-year changes to the BCA and would lift the too-stringent caps on discretionary programs. The patchwork package would also include emergency supplemental funding to respond to recent natural disasters. Additionally, the measure would extend a number of health care programs, including a two-year extension of funding for AAAs, ADRCs and SHIPs to provide outreach and enrollment assistance to low-income Medicare beneficiaries (MIPPA). At this point, it doesn't appear likely that the Senate bill will address immigration policy, which could prove to be a sticking point for House Democrats.

What Does a Deal Mean for Funding for Aging and Health Care Programs?

Assuming this bipartisan deal passes both chambers and is signed into law—which is still an uncertain outcome at this point—congressional appropriators would have six weeks to negotiate the details of a final FY 2018 federal funding omnibus bill. If this budget agreement passes, advocates should once again weigh in with their lawmakers about how to allocate additional funding for aging and other NDD non-defense discretionary programs in FY 2018. Preliminary details on the budget agreement indicate that roughly \$45 billion of the \$63 billion increase for NDD funding is already directed toward agreed-upon priorities. Aging advocates must continue the drumbeat to protect SHIP funding, which was slated for elimination in the House FY 2018 funding bill, as well as to increase funding for Older Americans Act programs and other essential aging and health care services.

Discuss and possible action on Requests for Waiver of Transportation Co-payment:

Olson reviewed the co-payment requirement for transportation services. For consumers there is \$1.50 co-pay per trip for intercounty transportation and \$7.50 per trip for out of county transport. Many consumers have one trip. Olson will work on a draft policy to review at our next committee meeting for reviewing waivers and reductions for co-payments. At this time there is one consumer who has not submitted their review paperwork.

Discussion on ATCI – Accessible Transportation Community Initiative Grant with the City of Fort Atkinson

The City of Fort Atkinson received a \$100,000 grant from the Easter Seals Society to improve transit options. As part of the Grant, we were required to find 30 stakeholders and invite them to a facilitated 2-day meeting to come up with a custom solution to transportation problems. It was an incredible experience working through this process and just when we thought we knew what the problem and solution would be, we identified four objective projects. So from there, we created committees to seek out viable solutions for finding was to get everyone around a little easier as this transportation concern is not just an aging problem or a poverty problem it is a transportation problem that affects many people. The plan is to work within these 4 committees over the next year or so, to find solutions to meet these objectives:

- a) run a 6 to 12 month pilot project in Fort Atkinson where we expand on the existing United Way voucher program (which underwrites low income people's Brown Cab rides to area Food Pantries.) Left to work out is to add destinations to this and see what kind of demand we see, and what kind of cost it is likely to have on-going. This is something of a needs assessment but an active one instead of a paper-interview one.
- b) implement a 12 month pilot project using one of the City's 7-seater vans with wheelchair lift at the Fort Senior Citizens Center. The City will handle registration and licensing expenses and subsidize gas purchases through the City garage. The Senior Center will be responsible for driving the van. In order to support this program long term, the Senior Center will create a fund raising plan, so as to purchase their own van, without the need for new City or grant funds. During the pilot the van will be dedicated to the Senior Center's use during their peak hours, and will be available to other groups when they are not in need of it.

c) work with the Jefferson County Aging and Disability Resource Center to capture the federal funding available to offset 80% of the costs for Jefferson County hiring a Mobility Manager. Concurrently, we will be compiling and mapping the many different transit services throughout the county already in play. We will establish a website for dispatchers and the general public that allows them to clearly input their destinations, dates, and ability to pay in order to connect them with the service providers that best can meet their needs. On-going maintenance of the website will be part of the Mobility Manager's job.

d) marketing of these programs will be marketed by the Coalition to raise awareness; reduce stigma associated with taking alternative transit; and to help the programs sustain themselves once the Easter Seals grant money is depleted.

A next meeting of the Coalition is scheduled for March 15, in the Rotary Room of the Fort Atkinson library, 2:30 - 4:00 pm. Everyone who would like to continue to see this project through to its next phase of actually designing and implementing these pilot projects, is encouraged to attend.

Discussion: ADRC Report, Wondolkowski

New 2018 KOI: Increase the number of referrals for the Family Caregiver Program by 10% or 35 referrals. In 2017, staff made 25 referrals to these programs. Expectation-ADRC staff shall complete the Caregiver needs assessment and application as part of options counseling. In doing so, staff will help consumers explore their needs and perhaps facilitate other opportunities, such as advanced directives. Funding up to 112 hours/year/recipient is available. In January, staff had options and/or I & A conversations with 13 consumers resulting in five (5) referrals to the NFCSP program. In February, staff had conversations with 12 consumers resulting in one referral. The goal is three referrals per month. January-February totals =6 and therefore, KOI is met for reporting period.

Wisconsin Association of Health Care Quality (WHCQ) Conference : On March 2nd, Olson and Wondolkowski representing the Jefferson Co. Cares Transition Coalition were part of a panel presentation that included coalitions from Brown, Kenosha and Sheboygan Counties along with MetaStar. The Jefferson Co. Coalition is a multi-discipline team and exists to improve healthcare services for residents who transition from a hospital admission back to their "home" setting. MetaStar provides the Medicare recipient data used to identify a need and develop a project or intervention. Projects by the coalition include the Safe Swallowing training and education, now available on the ADRC website.

Civil Rights Plan: In March, the ADRC and Aging departments submitted its four year plan to DHS. The plan requires agencies to determine if you are serving a percentage of all populations and minorities and if not, have a plan of correction. SAMS-IR, the ADRC's current data base, did not collect specific ethnic data until 04/2017 and therefore, only estimates of those served could be made based on data collection from outside sources, such as the US Census Bureau. "Business Objects", a software available at DHS, but not ADRC's provides more definitive data of who is served.

Moving Forward Event – March 16, 2018

Youth Transition Coalition, facilitated by Wondolkowski is in their final preparation for the MF event that will be held at the MATC Watertown Campus and will include sessions on Cyber Bullying/Social Media, Financial Literacy, College Bound, Interview Do's and Don'ts and Keeping a Job. The Coalition is anticipating 75 students from several school districts.

Staff Changes: Penny Klement is the new ADRC Paraprofessional Resource Receptionist. The ADRC is once again fully staffed.

Senior Dining Program Updates:

Fritter shared that she would be attending the Wisconsin Association of Nutrition Directors Spring Conference in April, and that some of the topics that would be covered would be working in mindfulness, how to maintain wellbeing mentally, physically and emotionally. As well having speakers on grief and depression in seniors, and maintaining a volunteer driver base. She discussed that there is a continued need for volunteers at the Watertown meal site to package meals, and a driver is needed in the Rome/Sullivan area to deliver meals. She stated that the Watertown meal site is doing well with the recently added home delivered meals. She shared that the amount of home delivered meals in December, the month that home delivered meals began, was 249. In January, the amount of home delivered meals increased to 414, and the program started with 14 meal participants and by the end of January had 29 participants. Fritter stated that she was working on the volunteer recognition banquet which will be held Wednesday, May 9th. She stated that she had already planned the entertainment of a Patsy Cline tribute artist, Karen Wickham.

Discussion on the 2017 Self-Assessment for the Aging Plan Due 3/16/2018

Olson distributed the 2017 Aging Unit Self-Assessment for 2017, updates are required to be made in orange font. Some of the highlights: 2 new ADRC committee members; we exceeded our goal of a 25% to increase the number of memory screens as there were 93 completed in 2017 through the ADRC Staff, Dementia Care Specialists who held 10 community events; advocacy through our Benefit Specialist program is exceptional in increasing public knowledge of Medicare through SHIP and Seniors Out Speaking as well as the ABC's of Medicare and setting up computer labs for Medicare Part D plan finders. Jeanne Tyler made a motion to approve the Aging Self-Assessment plan, second by Marcia Bare and approved unanimously.

Discussion on Draft Community Needs Survey for Aging Plan and unmet needs of the ADRC

Olson shared a few resources from the GWAAR website on question to gather ideas from the public. By the next meeting, Olson will have a survey to share with committee members to seek input. We will start moving forward to gather ideas for the Aging Plan.

Discussion on the 2019 – 2023 Locally Developed Coordinated Public Transit – Human services Transportation Plan

Olson shared that the planning stages have begun to work on the Human Services Transportation Plan. A few committee members would be very interested in working on the Coordinated Plan, so Olson will share more details at our April meeting. This plan will be due in October.

Discuss Future Agenda Items

Jeanne Tyler suggested committee involvement in advocacy. Olson shares that part of the Aging Plan goal for 2018 is to have Janet Zander from GWAAR present on Power UP strategies and education.

Adjourn:

Connie Stengel made a motion to adjourn at 2:59 pm, Russ Kutz seconded. Motion approved unanimously.

Respectfully submitted,

Sharon Olson, Manager, Aging & Disability Resources Division

BUREAU OF AGING AND DISABILITY RESOURCES
AGING UNIT SELF-ASSESSMENT FOR 2016 - 2017

County/Tribe: Jefferson

Name of Aging Unit Director: Sharon Olson

Approved by Commission on Aging?

Yes

X

No

**Date
approved**

March 6, 2018

Part I: Compliance With the Wisconsin Elders' Act

*Refer to Section 3-D (Statutory Requirements for the Structure of the Aging Unit)
in your 2016-2018 Aging Plan*

	Yes	No	Describe Change
Has the organization of the <i>Aging Unit</i> changed this past year?		X	
Has the organization of the <i>Commission on Aging</i> changed this past year?	X		Min 5 & max 11 # of Com. Members
Does the aging unit have a full-time aging director?	X		
Is the membership of the Commission on Aging in Compliance? <i>Members of a county or tribal commission on aging shall serve no more than 2 consecutive 3-year terms. In the case of county board members, the requirement is 3 consecutive 2-year terms.</i>	X		

Members of the Commission on Aging (please list)

Official Name of the Aging Unit's Policy-Making Body:

ADRC Advisory Committee

Name of Individual	Age 60 and Older (x)	Elected Official (x)	Mo./Year first term began	Mo./Year final term ends
Chairperson: Earlene Ronk	X		07/2012	07/2018
Russell Kutz, Vice Chair		X	07/2015	07/2021
Carolyn Niebler, Secretary	X		07/2013	07/2019
Connie Stengel	X		07/2013	07/2019
Ellen Haines			07/2013	07/2019
Marcia Bare	X		07/2015	07/2021
Ellen Sawyers	X		07/2016	07/2022
Jeanne Tyler	X		07/2017	07/2023
Mary Vohs			11/2017	07/2023

Part II: Activities to Help Older People Advocate for Themselves

1. What does the aging unit do to inform older people about the issues that affect their lives?

We distribute Advocacy Alert information to Senior Centers, Senior Housing Complexes and other public places as well as on the ADRC website. The ADRC staff provides public presentations and will incorporate updates on changes to programs or reminders of upcoming benefit events such as reviewing Medicare Part D plans. The Elder Benefit Specialist and SOS volunteer provides updates at the nutrition sites and shares Medicare Minutes. See below

2. How does the aging unit teach older people to act as advocates?

One of the primary roles of our Elder Benefit Specialist is to provide advocacy for Jefferson County Seniors. The EBS program host monthly Medicare workshops in the ADRC and 100% of the evaluation for these workshops are positive.

One of our goals for 2016, was to expand the Seniors Out Speaking/State health Insurance Assistance Program by training one or more volunteers as a presenter for the Welcome to Medicare meetings. We have the pleasure of working with 10 Ship volunteers and 6 of those volunteers also provide volunteerism as SOS/ Seniors Out Speaking .

2017 Goals included expansion of SOS/SHIP Volunteers;

SOS: In 2017 six SOS volunteers completed one monthly Volunteer update training per month + present monthly Medicare Minute at the following locations:

- 1. Watertown Senior Center (approx. 60 people per month)**
- 2. Fort Senior Center: (approx. 30 people average per month (higher in Winter, lower numbers in summer)**
- 3. Jefferson Senior Center (approx. 35 per month)**
- 4. Miscellaneous: 30 people per month**
- 5. SOS Expanded by adding a monthly Medicare Minute presentation at Club 55 (approx. 25 people per month)**

SHIP: Additionally, In 2017 nine SHIP volunteers attend one annual update training to review annual Medicare changes to prepare for Annual Enrollment Period.

Nine SHIP volunteers assisted EBS served 472 clients between Oct 1 and December 31, 2017. Four of these nine volunteers are now fully trained to provide one on one assistance with seniors to compare Medicare options via www.medicare.gov planfinder tool. Another expansion by one of the SHIP volunteers was setting up a ABCs of Medicare presentation (solo) at Wttn Senior Center AND additional six Medicare computer lab sessions (with assist from two other SHIP volunteers) at the Waterloo library in November 2017. In addition, one of the seasoned SHIP volunteers provided outreach via local Morning Magazine radio program (x 2);

3. How does the aging unit advocate on behalf of the older people it serves?

Advocacy is a standing agenda item on our ADRC Advisory Committee. The ADRC Division Manager shares issues and alerts that are shared by GWAAR. Committee members are asked to help spread the word about any issues that affect older adults and for people who have disabilities. The committee has written letters to legislators on issues that have the potential to adversely affect citizens of services or benefits changes.

The Aging/ADRC staff receives requests for information and presentations from organizations. ADRC staff receives training and updates from the EBS and DBS on changes that are coming to help provide best practice in customer services. We have quarterly unit meetings and staff provides updates as needed in between to promote shared knowledge.

Part III: Progress on the Aging Unit Plan for Serving Older People

Aging Unit Plan Goals	Progress Notes <i>(briefly summarize only those activities completed as of Dec. of each year; explain if a goal was not accomplished)</i>	Check if Done		
		2016	2017	2018
Focus Area 6-A. Involvement of Older People in Aging-Related Program Development and Planning				
Goal 1: In order to increase the opportunity for seniors to engage in discussions about Aging-Related Program Development & Planning, the ADRC Advisory Committee will hold one-fourth of its meetings in different locations by 12/31/16. Goal 2: To increase awareness about aging programs, services and advocacy options in Jefferson County, the ADRC Advisory Committee’s monthly agenda and meeting minutes will be distributed to every senior center, apartment complex and dining site on a monthly basis by 12/31/2016.	Goal was met that the ADRC Advisory Committee held four meetings in 2016 at various locations in Jefferson County in hope to engage public participation.	X		
	Goal complete. Our Agenda and meeting minutes were distributed on a monthly basis to all the Senior Housing Complexes (21), City Halls (8), Cable Stations (7), Senior Centers (3) and Libraries (7). Unfortunately, we did not have (any) increased public participation. In 2017, we hosted an additional 1 time meeting at another site however; we did not have the pleasure of public participation.	X		
Goal 3: By 12/31/2017 the ADRC will offer one Senior Statesmanship Program to expand older adult’s knowledge about the role of county and municipal governments and learn how they can effectuate change.	In the planning stages on working on this goal for 2017. The last event offered in 2013 had a very low participation. Transportation was offered to get people to the capitol for Senior Advocacy Day, no one responded to attend. Working on an option of working with the Youth Government day, but that was not going to be available until April /May of 2018.			

<p>Goal 4: In order to increase older adult's knowledge about advocacy and how they can effectively influence public policy, GWAAR will be asked to provide POWER workshops in Jefferson County by 12/31/2018.</p>	<p>In the planning stages on working on this goal.</p>			
<p>Focus 6-B. The Elder Nutrition Program</p>				
<p>Goal 1: In order to increase awareness of local food resources, the program's nutritionist will complete 6 on-site trainings by 12/31/2016.</p> <p>Goal 2: In order to increase awareness of local food resources, the program's the Nutrition Coordinator will mail packets containing information about local food resources to 100% of home delivered meal participants by 12/31/2016.</p> <p>Goal 3: In order to improve health literacy among Home Delivered Meal participants, the Nutritionist will administer the <i>Newest Vital Sign</i> (NVS) Tool to 100% those who score 6+ on the Nutrition Check Tool, indicating that they are at high nutritional risk. Those who score 0-1 on the NVS will be provided additional nutrition education and counseling services on a 1:1 basis each quarter by 12/31/2016.</p>	<p>The Nutritionist completed onsite trainings with presentations at 5 locations in 2016. Our goal was 6, but we had a long period of time -5 months that she was filling in for a vacant site manager. The Nutritionist does compile a monthly education guide for the site managers, with weekly table tents, observances and fun facts to share about the month.</p> <p>12/31/2016. This goal was slightly revised, The Nutritionist sees home delivered people in person each year, so she will hand the materials out and the remaining three months of materials will be mailed so that those folks have the information before the surveys are sent in October.</p> <p>Met. The Nutritionist administered the Newest Vital Sign Tool to participants that scored a 6 or above on the Nutrition Check Tool. Many people scored high due to eating alone; not getting enough fruits, but did not have weight loss. Counseling services on 1:1 bases was provided to 26 participants in 2016.</p> <p>Our Home Delivered Meal Assessor administered 40 NVS Sessions in 2017.</p>	<p>X</p> <p>X</p> <p>X</p>	<p></p> <p></p> <p></p>	<p></p> <p></p> <p></p>

Goal 4: To ensure that the Nutrition Program maintains compliance with of the required elements under Chapter 8 of the Policy & Procedure Manual, the Nutrition Coordinator's job description will be updated to include all of the required duties of a Nutrition Director by 3/1/2017.	Completed in 2016. On February 20 th , the Nutrition Program Supervisor has the following qualification: Nutrition and Dietetics Technician, Registered.	X	X	
Goal 5: In order to reduce paperwork by 75%, technology will be purchased and used to communicate monthly information between the office and sites by 6/30/2018.	Reviewing paperwork reduction strategies with staff. Will complete a NIATx project on this goal to determine if and what type of technology would work.			
Focus 6-C. Services in Support of Caregivers				
Goal 1: In order to strengthen and educate the county's caregiving network, information on caregiving will be shared quarterly with Community Care Alliance members by 12/31/2016.	Met. In 2016 there has been an increase county-wide on caregiver support group providers. See goal three for new approach.	X		
Goal 2: In order to raise awareness about caregiver programs and resources available through the ADRC, marketing materials specifically for caregivers will be developed by 6/30/2016.	Met and resource is available in the ADRC lobby and distributed at the local health fairs and marketing events of the ADRC staff and DCS. This will continue to sustain and will be updated annually	X		
Goal 3: In order to increase awareness and coordination between the organizations that serve and support caregivers, the ADRC will distribute a quarterly Communique via an organized list serve by 12/31/2017.	In 2017, started a bi-monthly newsletter mailing for Caregivers of the NFCSP and AFCSP, will review if a list serve will be applicable. May also consider monthly newsletter if caregivers are interested. Caregivers were not interested in a listserve. Offered a conference line call in for Caregivers, the first month had one caregiver call in the next two months, no one called in so dropped that trial for now. Will review with caregivers as part of the 3 year plan.		X	
Goal 4: In order to increase awareness and participation in caregiver programs, the ADRC will implement GWAAR's outreach and marketing plan by 9/30/2018.				
Focus 6-D. Services to People With Dementia				

<p>Goal 1: In order to minimize the stress involved in care transitions, the Jefferson County Person Centered Dementia Care Alliance will develop and pilot a person centered care planning tool for caregivers to utilize when their loved one transitions from one setting to another. The tool will be ready for use by 1/31/2016.</p> <p>Goal 2: In order to increase understanding of and sensitivity to people with dementia and their caregivers, the Jefferson County Board of Supervisors, County Administrator and every county department will be offered Dementia Friendly training by 6/30/2016.</p>	<p>This goal has been met and exceeded our expectations. The tool has been shared with other DCS counties who use and some had revised but has given credit to the JC Person Centered Dementia Care Alliance.</p> <p>Met Event held March 16 & 18. Speakers Representative John Jagler and Tom Hlavacek, Executive Director SEWI Alzheimer's Association. The Dementia Friendly training has been videotaped and is located on the county staff website.</p>	<p>X</p> <p>X</p>		
<p>Goal 3: In order to promote the importance of early diagnosis, the Dementia Care Specialist program will see a 25% increase in the number of educational events that offer memory screenings by 12/31/2017.</p>	<p>In 2016, 4 memory screening events were conducted that the dementia care specialist provided 24 memory screens. Our baseline to increase at least 25% in 2017.</p> <p>In 2017, we exceeded our goal by providing 93 Memory Screens, the DCS program assessed 44 consumers provided our community with 10 Memory Screening Events.</p>		<p>X</p>	
<p>Goal 4: In order to foster a dementia capable culture, the number of Dementia Friendly Businesses will see a 50% increase by 12/31/2018.</p>				
<p>Focus 6-E. Healthy Aging</p>				
<p>Goal 1: In order to improve balance and prevent falls, <i>A Matter of Balance</i> and <i>Stepping On</i>, two evidenced based falls prevention programs will be offered sequentially by 12/31/2016.</p>	<p>This goal was met. Boost your Brain and Memory was held in February and September. Matter of Balance class started in April. Strong Seniors Strong Bones was offered in March as well as Living well with Chronic Conditions.</p>	<p>X</p>		
<p>Goal 2: In order to increase Medicare beneficiary's knowledge about Medicare's Preventative Benefits the Elder & Disability Benefit Specialists will complete one training by 12/31/2017.</p>	<p>The Elder and Disability Benefit Specialists held a presentation "Welcome to Medicare" working with Dodge County in September of 2016 and again in 2017. Plan is to continue offering this presentation annually.</p>	<p>X</p>	<p>X</p>	

Goal 3: In order to improve communication between caregivers and their medical providers, Jefferson County will partner with Waukesha, Iowa and Green County's in the <i>Care Talks</i> program through CAARN by 12/31/2017	Our Kickoff event is scheduled for March 31 st with workshops offered in April. First session completed.		X	
Goal 4: By 9/31/2018, a Healthy Aging Resource Fair will be held to promote and potentially increase the number of individuals participating in evidenced based prevention programs and the Senior Dining Program.				
Focus 6-F. Local Priorities				
In order to increase participation in Healthy Aging Programs, transportation will be offered to 100% of those who need it by 12/31/2016.	Transportation is offered for Health Aging Programs.	X		
In order to increase awareness of the ADRC and aging programs, a Business Plan will be developed with key pieces implemented by 12/31/2016.	Business Plan completed and submitted to ORCD by the due date of November 1, 2016.	X		

Part IV: Progress on the Aging Unit Plan for Serving Older People – National Family Caregiver Support Program (NFCSP)

This section is not required for tribal aging units.

Minimum Service Requirements: *The minimum service requirements of NFCSP must be provided by the aging unit or contracted with another agency. Please indicate who provides these services.*

Service	Aging Unit (X)	Other Agency (please list)
Information to caregivers about available services	X	& ADRC
Assistance to caregivers in gaining access to the services	X	& ADRC
Individual counseling, support groups, and training to caregivers	X	ADRC provides options counseling and referrals for individuals interested in counseling services. We have a contract for monthly facilitation of Grandparents Raising Grandchildren Support Group.
Respite care	X	Also utilize AFCSP funding
Supplemental services (e.g., transportation, assistive devices, home modifications, adaptive aids, emergency response systems, supplies, etc.)	X	Also utilize AFCSP funding

Caregiver Coordination: *To ensure coordination of caregiver services in the county, the aging unit shall convene or be a member of a local family-caregiver coalition or coordinating committee with other local providers who currently provide support services to family caregivers.*

Does the aging unit belong to a local caregiver coalition?

☒ YES ☐ NO

Name of Coalition: Community Care Alliance of Jefferson/Dodge Counties
And the Living Well with Dementia Network- providers and caregivers

If YES, please provide a brief update on coalition activities conducted each year.

2016 Activities:

See attached 2016 event calendar for CCA
Dementia Care Specialist facilitates the Living Well with Dementia Network attached event calendars. The Grandparent Support Group is facilitated through the ADRC.

Stated a bimonthly newsletter to see if I can spark caregiver's interest. There is a 3 regular Caregiver Supports groups offered within the county that caregivers are referred to as well as 3 Memory Cafes.

If NO, please explain plan for compliance.

2017 Activities: All three of our Memory Cafes closed in 2017 due to lack of participation.

Music and Memories was started at 3 libraries and at the ADRC to help caregivers and their care recipients with mindfulness and relaxation with music and ipods.

A Caregiver Event was held: Mind, Body, Spirit~ Caring for the care giver – Chair massages, cooking demos, making stress balls and jewelry. Only 4 people showed up. This was advertised weekly in the paper and on the radio. Will review again for 2018 maybe smaller event and build it up.

2018 Activities:

Part V: Significant Accomplishments or Issues Not Included in the Aging Unit Plan

(Unplanned accomplishments or issues that had a significant impact on the aging unit's activities during the previous year. This is not meetings attended or actions that fit under plan goal objectives but may reflect noteworthy events or achievements.) This section is not required.

Through the Dementia Crisis Grant funding, we have been able to train 16 staff and 175 Community Providers with the UW Oshkosh Dementia Crisis Response Program course. The more people who are trained in the same manner will be able to offer a better service to our communities and caregivers. Here is an article from the Fort Atkinson Police Department:

Fort Atkinson Police Department

· June 30 at 7:39am ·

PRESS RELEASE:

FORT ATKINSON POLICE BECOME DEMENTIA FRIENDLY

Fort Atkinson Police Department has recently become a Dementia Friendly Agency. All employees of the agency have completed Dementia Training for Crisis Responders through the Dementia-Capable Wisconsin Initiative. All officers, dispatchers and administrative staff are certified as Crisis Responders for Dementia.

"With this Dementia specific training our agency is postured to better assist and problem solve dementia related issues for our community members and their loved ones", states Chief Adrian Bump. This certification achieved by Fort Atkinson Police Department makes the agency one of the very few, if not the only Police Department in

Wisconsin to have every single employee trained and certified as a Dementia Crisis Responder.

Fort Atkinson Police have made continued efforts to better understand and prepare for various crisis situations in our community. Adding a Dementia specific focus allows the department to better solve issues and serve the community. The specialized training will specifically help the agency be more aware, informed, sensitive and supportive of people experiencing and caring for those with Dementia. It has put tools in the hands of the employees so they can identify and respond to issues when Dementia might be the root cause of the call for service. The training will also help the agency share and promote resources available in Jefferson County for those in need such as Jefferson County Sheriff's Office Project Lifesaver & Dementia Registry.

For more information on Dementia and available resources contact the Aging and Disability Resource Center of Jefferson County at 920-674-8734, the Alzheimer's Association 24/7 Helpline at 800-272-3900 or the Fort Atkinson PD.

Part VI: Coordination Between Titles III and VI

If the county includes part or all of a federally-recognized tribe, indicate how the county aging unit and the tribal aging unit have worked together in the previous year to coordinate and ensure the provision of services to tribal elders.

If the county does not include part or all of a federally-recognized tribe, please indicate: Not Applicable

Not Applicable.