



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

**Or**

Join TEAMS Meeting  
**Microsoft Teams meeting**

**Join:** <https://teams.microsoft.com/meet/2100430764069?p=DGAHypyv2TmEPPxMib>

Meeting ID: 210 043 076 406 9

Passcode: t8Av68EU

Date: Tuesday, April 7th, 2026

Time: 1:00 p.m.

**Committee Members:** John Donohue, Chair; Frankie Fuller Vice-Chair; LaRae Schultz, Carol O'Neil, Lou Klein, Mary Roberts, Michael Wineke, Todd Wiedenhoef, and Katie Dixon

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 March 3<sup>rd</sup>, 2026.
6. Communications
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. Announcements:
9. ADRC & Aging Program Key Outcome Indicator updates – ReBecca Schmidt
11. Program Updates
  - a. ADRC – Erika Holmes
  - b. Dementia Care Specialist – Tonya Runyard
  - c. Nutrition – Kimberly Lafler
  - d. Transportation – Casey Anderson
14. Items for next meetings
15. Remarks
16. Adjournment

Next scheduled meetings:

May 5<sup>th</sup>, 2026

June 2<sup>nd</sup>, 2026

July 7<sup>th</sup>, 2026

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 accommodation 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 and Disability Resource Center Advisory Committee  
Minutes of Meeting  
Tuesday, March 3rd, 2026

**Call to Order**

The meeting was called to order by John Donohue at 1:05 pm.

**Roll Call**

**Committee Members Present:** Mike Wineke, Mary Roberts, John Donohue, Carol O'Neil, Lou Klein

**Attended by zoom:** Todd Wiedenhoef, LaRae Schultz, Katie Dixon, Frankie Fuller,

**Not present:**

**Present from ADRC:** ReBecca Schmidt, Erika Holmes, Tonya Runyard, and Casey Anderson.

**Certification of Compliance with Open Meetings Law**

It was determined that the committee follows Open Meetings Laws.

**Approval of Agenda**

No changes were made to the agenda.

**Approval of February 3rd, 2026, Minutes**

Mike Wineke made a motion to approve the Meeting Minutes, Lou Klein seconded. Motion carried. Minutes stand approved.

**Communications**

No communications shared.

**Public comment**

There were no public comments.

**Announcements:**

No announcements made.

**Update ADRC & Aging Program 2026 Key Outcome Indicators- ReBecca Schmidt**

ReBecca shared an update on the progress of the 2026 Key Outcome Indicators. See attached KOI reports.

**ADRC Program Update:**

ADRC Supervisor, Erika Holmes reported:

The ADRC has a social work intern from UW-Whitewater for the Spring Semester. Savannah Schmieder will be shadowing various roles in the department. She is working on her bachelor's degree. The ADRC will have an intern in Summer and Fall Semesters of 2026 and another intern Fall 2026/Spring 2027 semesters. Both are working on their bachelor's degrees.

In February, 20 of 20 functional screens were calculated following the KOI guidelines and the KOI was met. No “Notice in Delay” letters were mailed. Of the 20 FS, 19 were eligible at a NH-LOC, meaning the individual is eligible to enroll in a full-benefit long-term care program. 1 individual was determined at a non-NH LOC, and none were determined functionally ineligible. 6 people enrolled with Family Care and 4 people were referred to IRIS. The rest are pending MA approval, their enrollment counseling appointment is scheduled in the future, they chose not to enroll, or staff are trying to reach them to schedule their enrollment counseling appointment.

2026 year-to-date, the ADRC is 37 of 37 in compliance with the KOI.

For February, 296 unique clients were served, meaning they received at least one unit of service. The year-to-date average is 301 unique clients served monthly. Event contacts are counted separately. In January, there were 65 contacts at the Marquardt New Year, New You Wellness Fair. In February Erika presented it to the Fort Health Care Hospital discharge planning team on ADRC services. 4 staff including RNs and social workers attended.

Upcoming outreach and/or marketing events include:

3/18/26: Spring Senior Fair in Fort Atkinson

4/4/26: Spring into Wellness at the Fort Atkinson Club Community Center

5/13/26: Sullivan Health Fair

5/13/26: Watertown Senior Fair

### **Dementia Care Specialist Update**

I, the Dementia Care Specialist, shared that in February, I had 179 total contacts. During the month of February, I facilitated/co-facilitated 7 support groups. The coalitions/committees/networking meetings that I attended/supported this month were Wake-Up Watertown, Watertown Networking Group, A Day with Lewy Meeting, & Southeast Jefferson County Senior Resource Fair Meeting. I supported 2 Memory Cafés. I attended the Alzheimer’s Association Advocacy Day and an Elder Advisor’s Law Workshop. I provided memory screens for the ladies group at Oakland Cambridge Presbyterian Church in Cambridge. I offered Coffee & Questions as outreach in Jefferson. I met with Lake Mills Club 55 to discuss future programming.

Frankie Fuller asked about hosting a class in the community, open to the public about what is normal aging and what are signs of Dementia. What should people be looking for and when should they be talking to their doctors about it? Frankie asked about holding it in the Fort Health Care auditorium. The Parish Ministry Coalition may help with advertisement in local churches. LaRae has a contact she will share with Tonya.

Tonya Runyard  
Dementia Care Specialist

### **Nutrition Program Update:**

ReBecca Schmidt reported:

The current wait list for the Senior Nutrition Program stands at 2 people in the Sullivan area. Many people that would be on the wait list have been taken off temporarily due to acute health needs. The Nutrition supervisor continues to evaluate people on the wait list regularly.

Meal costs are tracked bimonthly with the invoice received from Atlantis Valley. The trend continues to be going down but looks like it may be plateauing. The waitlist was enacted to bring the overall program budget closer to the awarded grant amount each year.

A Nutrition Program (PT) Administrative Assistant has been hired and will be starting March 9<sup>th</sup>. Her name is Kelly Horton. The team is making space for her to share an office with the Senior Nutrition Assessor, (PT). The Jefferson Senior Center Site Manager has given her notice to voluntarily terminate her position due to moving out of state. The team is hopeful this position will be posted and filled soon. Until it is filled the supervisor will be working on daily coverage of the site to make sure there is no interruption in the participants' meals.

January – February:

- New participants added – 11
- Reassessments – 20

March:

- Reassessments due – 12

ReBecca Schmidt  
ADRC Director

#### **Transportation Program Update:**

Mobility Manager Casey Anderson reported:

Ridership for the ADRC of Jefferson County Driver/Escort Service in February 2026 totaled 949 one-way rides. There were 31 new riders and 145 unique clients served.

Transportation KOI: KOI 1: 99.16% of qualifying medical ride requests were met this month with goal at 95%. All but 4 qualifying rides that followed policy criteria were not completed, so this goal was achieved.

Key Updates:

- A “side loading” 2025 Chrysler Voyager WC Van is on order to replace Vehicle 58 with funding from a 2025 5310 Grant. This came February 11<sup>th</sup> and is currently in use. We will be wrapping it once we get and approve the draft.
- Brochures on ADRC Transportation Services Day Trips were created.
- Distributed more Volunteer Pull-Tabs around Jefferson County.
- First Presentation at River Crest Apartments Tenant Monthly meeting in Jefferson.
- First Day Trip to the Paine Museum on February 18<sup>th</sup> a success!

#### **Discussion on Items for next agenda:**

Council members and terms

What is normal aging vs. Dementia signs event.

#### **Remarks:**

None.

**Adjourn:** John Donohue declared the meeting adjourned at 2:08pm.

Respectfully submitted,  
 ReBecca Schmidt  
 ADRC Division Manager

Program	Program Manager	2026 KOI	January	February
<b>Elder Benefit Specialist</b>	<b>Emma Borck Betty Jaeckel</b>	Offer 9 Welcome to Medicare Classes throughout the year	1/9	2/9
<b>Disability Benefit Specialist</b>	<b>Shelly Wangerin Betty Jaeckel</b>	Offer 9 Welcome to Medicare Classes throughout the year	1/9	2/9
<b>ADRC</b>	<b>Erika Holmes</b>	100% of all functional screens will be determined no later that 30 days from the date the ADRC receives a request or expression of interest	17 of 17	20 of 20
<b>Transportation Services</b>	<b>Casey Anderson</b>	95% of qualifying medical ride requests are met.	Met	Met

Program	Program Manager	2026 KOI	January	February
<b>Dementia Care Specialist</b>	<b>Tonya Runyard</b>	Offer 4 Dementia Friendly Businesses trainings and 5 additional community trainings.	1 community training	1 community training
<b>Family Caregiver Support Specialist</b>	<b>Kim Herman</b>	Help facilitate at least 2 of the 4 quarterly Caregiver Trainings – Virtually and in Person.	Not Met	1 of 2
<b>Senior Nutrition Program</b>	<b>Kimberly Lafler</b>	Increase congregate dinners by 5% by end of 2026 by offering educational activities at Meal Sites. 2025 monthly average 436. Goal for 2026 - 458.	In Progress	In Progress
<b>Health Promotions</b>	<b>All Aging Programs</b>	Offer 6 Evidence-Based Health Promotion Programs in 2026.	Not Met	1/6