



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, June 2nd, 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 Wiedenhoeft, 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 May 5th, 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
10. Discussion of Committee member terms
  - a. Terms ending:
    - i. Todd Weidenhoeft
    - ii. Frankie Fuller
    - iii. LaRae Schultz
    - iv. Mary Roberts
  - b. New nominees:
    - Amanda Kaiser - Emailed
    - Francine Gies – Emailed and interested
    - Judy Havill – emailed
    - **Need a 4<sup>th</sup> Nominee**
11. Program Updates
  - c. ADRC – Erika Holmes
  - d. Dementia Care Specialist – Tonya Runyard
  - e. Nutrition – Kimberly Lafler
  - f. Transportation – Casey Anderson
12. Items for next meetings
13. Remarks
14. Adjournment

Next scheduled meetings:

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

August 4<sup>th</sup>, 2026

September 1<sup>st</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, May 5th, 2026

**Call to Order**

The meeting was called to order by John Donohue at 1:00 pm.

**Roll Call**

**Committee Members Present:** Mike Wineke, John Donohue, Frankie Fuller, Lou Klein

**Attended by zoom:** Todd Wiedenhoeft, LaRae Schultz, Katie Dixon,

**Not present:**

**Community Members:** James Kukkhan (Watertown Daily Times), Francine Gies (community member).

**Present from ADRC:** ReBecca Schmidt, Erika Holmes, Tonya Runyard, Kimberly Lafler, 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. Frankie Fuller made a motion to approve the agenda, Lou Klein seconded. Motion carried.

**Approval of April 7th, 2026, Minutes**

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

**Communications**

No Communications

**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:

In April, 30 of 30 functional screens were calculated following the KOI guidelines and the KOI was met. One “Notice in Delay” letters was mailed, within DHS timelines and therefor the KOI was still met. Of the 30 FS, 24 were eligible at a NH-LOC, meaning the individual is eligible to enroll in a full-benefit long-term care program. 5 individuals were determined at a non-NH LOC, and 1 was determined functionally ineligible. 2 people enrolled with Family Care and 0 people were referred to IRIS. There are 10 MA applications in process that must be approved before those consumers can enroll. 8 people chose not to enroll. There was 1 courtesy screen for another county and 1 person who passed away. The rest are pending their enrollment counseling appointment or staff are trying to reach them to schedule their enrollment counseling appointment.

2026 year-to-date, the ADRC is 100 of 100 in compliance with the KOI.

For March, 308 unique clients were served, meaning they received at least one unit of service. The year-to-date average is 306.5 unique clients served monthly. Event contacts are counted separately. In March, there were 32 contacts during a presentation at the Watertown Rotary Club, Jefferson Food Pantry, and WRMC Waterloo Clinic staff.

Upcoming outreach and/or marketing events include:

- 5/1: WRMC Lake Mills Clinic
- 5/5/26: Rockwell Court Apartments Residents
- 5/13/26: Sullivan Wellness Fair
- 5/13/26: Watertown Senior Fair
- 5/15/26: Riverview Commons Apartments Residents
- 6/17/26: Riverside Loft Apartments Residents
- 7/8-7/12/26: Jefferson County Fair Booth

### **Dementia Care Specialist Update**

I, the Dementia Care Specialist, shared that in May, I had 246 total contacts. During the month of May, 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, and I-Team. I tabled the Spring into Wellness Event at the Fort Atkinson Club. I supported 2 Memory Cafés. I provided Dementia Live for MATC in Watertown for 10 CNA students. I offered Coffee & Questions as outreach in Jefferson. I participated in an interview at a local radio station and in an overview of the ADRC for Rotary Members in Watertown & Fort Atkinson. I attended a mini-Alzheimer’s Association conference and the Wisconsin Parkinson’s Symposium. I started Boost Your Brain & Memory sessions at the Watertown Senior Center and Fort Atkinson Senior Center and co-facilitated Powerful Tools for Caregivers program at The Collective. I met with Club 55 to discuss future outreach.

Tonya Runyard  
Dementia Care Specialist

### **Nutrition Program Update:**

Kimberly Lafler reported:

Senior Nutrition Program supervisor Kimberly Lafler reported there is no one currently on the wait list for the Senior Nutrition Program. The Nutrition supervisor continues to evaluate participants as they

come to the program to determine appropriate placement on routes or if there is a need to place on the wait list.

We were able to start delivery to increase one of the existing routes from three days a week delivery to five because of the major gift that Jefferson County Senior Nutrition Program applied for and received for the calendar year of 2026. Volunteers are being communicated with to increase the other three days a week routes to five with the hope to have all routes up and running in the very near future.

The move of the Lake Mills dining site to Club 55, 603 Lake Street, Lake Mills continues to move forward. We plan to be operational in the new space by July 1, 2026.

Kimberly Lafler and ReBecca Schmidt attended the WAND (Wisconsin Association of Nutrition Directors) spring conference in Wausau at the end of April. There was training and updates to the program from GWAAR as well as the chance to speak with colleagues from around the state to see what challenges and solutions they had.

Jefferson site manager position open, interviews have taken place. Hope to have the vacancy filled very soon.

New participants for Home Delivered Meals in April = 6

Reassessments done in April = 6

Reassessments to be completed in May = 5

We continue to see an increase in calls and new participants for Home Delivered Meals.

### **Transportation Program Update:**

Mobility Manager Casey Anderson reported:

Ridership for the ADRC of Jefferson County Driver/Escort Service in May 2026 totaled 1011 one-way rides. There were 26 new riders and 164 unique clients served.

Transportation KOI Goal 95% - Hit 99.7% for the Month of March!

### **Key Updates:**

- April 8<sup>th</sup> – Presentation at the Fort Atkinson Senior Center at noon – I had over 19 guests come to hear about Mobility Management and our services. Met a lot of new Day Trip friends.
- April 9<sup>th</sup> – Driver Q1 Safety Meeting/Get together – All but one driver attended – Spoke about tornado's & Heat Stroke & Receipts for Co-Pays
- April 16<sup>th</sup> – Crafts with Casey at Club 55 in Lake Mills
- April 20<sup>th</sup> – 22<sup>nd</sup> – W.A.M.M. Annual Conference in LaCrosse attending with ReBecca and Tim – Learned so much about WisDOT, networking, procurement, etc. Made a lot of new transportation friends in other counties in WI.
- April 27<sup>th</sup> – Took new van to get the wrap.
- April 29<sup>th</sup> – Day Trip to The Dane County Farmer's Market

### **Discussion of Committee Terms**

It was discussed that the following committee members are at the end of their 2<sup>nd</sup> term.

- Frankie Fuller – Term ends 7/1/2026
- LaRae Schultz – Term ends 7/1/2026
- Todd Weidenhaeft – First term ends 7/1/2026. Todd does not wish to serve a second 3-year term.

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

Potential replacement Committee Members

- Amanda Kaiser -
- Francine Gies – New County supervisor
- Judy Havill -

### **Remarks:**

None.

**Adjourn:** Frankie Fuller declared the meeting adjourned at 2:19 pm.

Respectfully submitted,  
ReBecca Schmidt  
ADRC Division Manager

Program	Program Manager	2026 KOI	March	April
Dementia Care Specialist	Tonya Runyard	Offer 4 Dementia Friendly Businesses trainings and 5 additional community trainings.	3 community training	4 community training
Family Caregiver Support Specialist	Kim Herman	Help facilitate at least 2 of the 4 quarterly Caregiver Trainings – Virtually and in Person.	1 of 2	1 of 2
Senior Nutrition Program	Kimberly Lafler	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
Health Promotions	All Aging Programs	Offer 6 Evidence-Based Health Promotion Programs in 2026.	2/6	4/6

Program	Program Manager	2026 KOI	March	April
Elder Benefit Specialist	Emma Borck Betty Jaeckel	Offer 9 Welcome to Medicare Classes throughout the year	3/9	4/9 38 total
Disability Benefit Specialist	Shelly Wangerin Betty Jaeckel	Offer 9 Welcome to Medicare Classes throughout the year	3/9	4/9
ADRC	Erika Holmes	100% of all functional screens will be determined no later than 30 days from the date the ADRC receives a request or expression of interest	33 of 33	30 of 30
Transportation Services	Casey Anderson	95% of qualifying medical ride requests are met.	Met	Met