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**AGING & DISABILITY RESOURCE CENTER (ADRC) BOARD  
THURSDAY, JANUARY 19, 2023  
MINUTES**

**CALL TO ORDER**

The regular meeting of the Aging & Disability Resource Center Board was called to order at 9:00 A.M. by Chair Doug Richmond. The meeting was legally advertised. A quorum was present.

**ROLL**

ADRC BOARD MEMBERS PRESENT: Doug Richmond; Steven Balsiger; Rosemary Minnema; Connie Pease; Kayla Wolff; Jolene Wheeler; Darlene Anderson-Prest.

ADRC BOARD MEMBERS EXCUSED: Adaora Bilse.

ADRC BOARD MEMBERS ABSENT: Allan Baumgartner; Sarah Lochner; Shelby Carter.

HHS STAFF PRESENT: Brianne Williams; Gretchen Halvorsen.

OTHERS: Jesica Walter, Accounting.

**APPROVAL OF AGENDA**

MOTION: TO APPROVE THE JANUARY 19, 2023 AGENDA OF THE AGING & DISABILITY RESOURCE CENTER BOARD.

Motion by Steve Balsiger, second by Connie Pease. Motion carried.

**APPROVAL OF MINUTES**

MOTION: TO APPROVE THE NOVEMBER 17, 2022 MINUTES OF THE AGING & DISABILITY RESOURCE CENTER BOARD MEETING.

Motion by Jolene Wheeler, second by Rosemary Minnema. Motion carried.

**PUBLIC COMMENTS AND CONCERNS**

No one from the public was present to provide comments/concerns.

**FINANCIAL REPORTS & COMPENSATORY TIME**

Assistant Director Brianne Williams presented the financial report.

**ADVOCACY/EDUCATION**

The Spring Primary is scheduled for February 21, and the Spring Election is

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scheduled for April 4. ADRC Assistant Director Brianne Williams reported that the ADRC has had a number of calls regarding the upcoming. The deadline for ordering an absentee ballot is February 1. Brianne also reported that this year's Aging Advocacy event will be in person on May 9, 2023 at the capitol. Board members were encouraged to save the date.

### **TRANSPORTATION PROGRAM**

Assistant Director Brianne Williams reported that the audit for the ADRC's Transportation Program went exceedingly well. Brianne talked about the long wait cycles for the 5310 grant awards for obtaining new vehicles and the approval that the ADRC has gotten to combine the last 2 years of awards and request a bariatric van with rear-loading capabilities and a wench feature. Brianne reported that the medical transportation requests have decreased and this has allowed the ADRC to provide more rides to consumers for other purposes. The ADRC continues to have conversations to contract with My Choice to provide rides for their consumers. Brianne also reported that the ADRC drivers' annual training is scheduled for February 14.

### **APPROVE INCREASE TO \$3 FOR ROUNDTRIP RIDES TO CONGREGATE MEAL SITES**

Assistant Director Williams advised that due to good fleet management of its vehicles, the ADRC would like to be able to offer roundtrip rides again to the congregate meal sites to provide more social outings for older adults and make it easier for them to participate in the congregate meal program. The proposed cost of the roundtrip ride would be \$3. It has been several years since the ADRC was able to offer this service to consumers.

### **MOTION: TO APPROVE THE \$3 ROUNDTRIP FEE, PER RIDER, TO CONGREGATE MEAL SITES.**

Motion by Steve Balsiger, second by Jolene Wheeler. Motion carried.

### **NUTRITION PROGRAM**

Assistant Director Williams reported that the reassessments continue to help determine eligibility for consumers on the Home Delivered Meals program. In November, all Meal Site Managers participated in their annual training. The ADRC delivery drivers continue to receive positive feedback on how supportive and important the HDM program is to consumers. Brianne shared that the Emergency FoodShare allotments for ES consumers, administered during the pandemic, are ending in February so the ADRC staff is concerned about what effect that will have on individuals receiving that benefit. The ADRC expects to see an increase in demand for meals as a result. Brianne reported that the ADRC continues to look

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at raising the suggested donation rate to \$5 per meal to try to help sustain the program. The actual cost of a meal right now is \$11.32.

### **NUTRITION WAITLIST**

The waitlist for the HDM program continues to increase. Assistant Director Williams shared information about the Lenz Grant recently awarded to the ADRC. The ADRC was encouraged to apply again in the future. Together, with other donations received during the holiday season, including a donation from the Elks Club in Memory of William Tierney Sr., the ADRC staff should be able to remove approximately 20-25 individuals from the waitlist, per year, over the next 3 years. The ADRC staff is very grateful for all of the donations received. Grant money from an additional grant that the ADRC has applied for may be used to purchase a new fridge and dishwasher for the Columbus meal site. Assistant Director Williams reported that the ADRC is developing an emergency backup plan in the event that the current meal vendor were unable to provide meals.

### **PREVENTION PROGRAM**

Assistant Director Williams reported that the ADRC will be offering the following prevention classes this year: The Stepping on Class is popular and offered in the spring and in the fall; Strong Bodies; Walk with Ease in the spring and fall, and Mind Over Matter, a class addressing bladder and bowel incontinence in women.

### **CAREGIVER PROGRAM**

The National Family Caregiver Support Program is full with an additional person on a wait list for services. The Alzheimers Family & Caregiver Support Program has openings but there are a few obstacles to overcome with some of the guidelines and the shortage of providers. The ADRC staff continues to focus on the caregiver shortage issue, but has recently been successful in locating and contracting with a new vendor, Village Caregiving out of Madison, to provide services.

### **ELDER AND DISABILITY BENEFIT SPECIALIST**

Assistant Director Williams reported that the open enrollment for Medicare Part D went extremely well with the Elder Benefit Specialist serving over 300 individuals. The Disability Benefit Specialist continues to do a great job as well and shared some feedback from a consumer who was provided services through the program.

### **DEMENTIA CARE SPECIALIST**

The Dementia Care Specialist is working on trying to bring two additional performances of the Remember Project back to Columbia County in 2023, and she is looking for possible funding for the events through different grant opportunities. The ADRC is also focusing on providing more dementia screenings throughout Columbia County this year.

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**ADULT PROTECTIVE SERVICES**

Assistant Director Williams reported that the APS staff continues to be busy and recently has had a number of referrals concerning treatment at facilities. The 2023 World Elder Abuse Awareness Day will take place in June.

**INFORMATION & ASSISTANCE REPORT**

Assistant Director Williams advised that she, and the I&A staff, are prepping for the 2023 continuing skills exam required to certify I&A workers so they can complete the Long Term Care Functional Screens for residents who are determined to be eligible for public assistance. Brianne also shared that since the November Board meeting, the I&A workers have fielded 2,193 calls, or 30,784 minutes worth of conversation with those callers.

**ADRC DIRECTOR'S REPORT**

Assistant Director Brianne Williams reported that the ADRC is fully staffed. She advised the Board that the ADRC has a great staff and she and Director Lynch truly appreciate them.

**NEXT MEETING DATE**

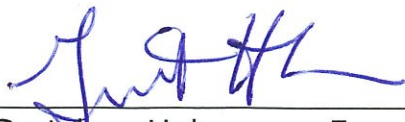
The next meeting of the Aging & Disability Resource Center Board will be on Thursday, March 16, 2023, at 9:00 a.m. in Meeting Rooms 2 & 3, ADRC Entrance, of Health and Human Services at 111 East Mullett Street, Portage, WI 53901.

**ADJOURNMENT**

The meeting was declared adjourned by Chair Richmond at 10:10 a.m.

The Columbia County Aging & Disability Resource Center Board will reconvene on Thursday, March 16, 2023 at 9:00 a.m. in Meeting Rooms 2 & 3, ADRC Entrance of Health and Human Services, 111 East Mullett Street, Portage, WI 53901.

Respectfully Submitted,



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Gretchen Halvorsen, Executive Sec.  
Columbia County Health & Human Services

cc: County Board Chair Chris Polzer  
County Board 1<sup>st</sup> Vice Chair Denise Brusveen  
County Board 2<sup>nd</sup> Vice Chair Matthew Rohrbeck