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**AGING & DISABILITY RESOURCE CENTER (ADRC) BOARD  
THURSDAY, JANUARY 20, 2022  
MINUTES**

**CALL TO ORDER**

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

**ROLL**

ADRC BOARD MEMBERS PRESENT: Darlene Anderson-Prest; Allan Baumgartner; Danny Beard; Adaora Bilse via phone; Shelby Carter; Sarah Lochner; Rosemary Minnema via phone; Eric Shimpach; Jolene Wheeler, Kayla Wolff.

H&HS STAFF PRESENT: Kathleen Cummings; Sue Lynch; Brianne Williams.

OTHERS: Cathy Karls, Accounting; Jessica Walter, Accounting.

**APPROVAL OF AGENDA**

MOTION: TO APPROVE THE JANUARY 20, 2022 AGENDA OF THE AGING & DISABILITY RESOURCE CENTER BOARD.

Motion by Shelby Carter, second by Jolene Wheeler. Motion carried.

**APPROVAL OF MINUTES**

MOTION: TO APPROVE THE NOVEMBER 18, 2021 MINUTES OF THE AGING & DISABILITY RESOURCE CENTER BOARD MEETING.

Motion by Allan Baumgartner, second by Sarah Lochner. Motion carried.

**PUBLIC COMMENTS AND CONCERNS**

None.

**FINANCIAL REPORTS & COMPENSATORY TIME**

Director Sue Lynch presented the financial and compensatory reports.

**TRIP MEMBER NOMINATIONS**

Director Lynch shared background qualifications of Dori Quist and Kendra Corning as potential The Ride Improvement Project (TRIP) Council members.

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MOTION: NOMINATION OF DORI QUIST AS A BOARD MEMBER OF THE TRIP COUNCIL  
Motion by Sarah Lochner, second by Kayla Wolff. Motion carried.

MOTION: NOMINATION OF KENDRA CORNING AS BOARD MEMBER OF THE TRIP COUNCIL  
Motion by Danny Beard, second by Jolene Wheeler. Motion carried.

Director Lynch explained that while this does fill the TRIP council, she anticipates needing another member in the near future.

**ADVOCACY/EDUCATION UPDATE**

Assistant Director Brianne Williams shared upcoming advocacy information including: February 9<sup>th</sup> is the Alzheimer Association's virtual Advocacy Day, with meetings held with legislative meetings held online or by phone; March is National Nutrition Month "Celebrating A World of Flavors"; May is Older Americans Month "Age My Way"; and June is World Elder Abuse Awareness Day.

**TRANSPORTATION PROGRAM UPDATE**

Director Lynch presented year end data explaining the increase in needs and the struggle the ADRC continues to have to meet those needs. Currently, the ADRC has 14 paid drivers with 4 working exclusively delivering meals. The remaining drivers alternate between medical transportation or home delivered meals. Recruitment continues for paid and unpaid drivers. Discussion was held regarding the possibility of returning to multiple riders for medical transportation.

**NUTRITION PROGRAM UPDATE**

Director Lynch presented data and shared the ADRC continuing to focus efforts towards recruiting Home Delivered Meal (HDM) drivers. Those efforts include: Volunteermatch.com, social media posts, calls to service clubs and churches, info in church bulletins and fliers to grocery stores, libraries and auto part stores. The ADRC is doing in-home assessments and annual assessments. If a consumer is able to drive, the encouragement is given to pick up meals. Discussion was held in regards to the possibility of delivering multiple meals in one day and how that might impact both the Nutrition Program and the Transportation Program. Concern was also expressed regarding the loss of a daily check-in if the system was changed.

**NUTRITION WAITLIST UPDATE**

Director Lynch reported the waitlist has been initiated. Currently the ADRC cannot accommodate the needs of additional Nutrition Program home delivered meals. Discussion continued on how the ADRC could better meet the needs of consumers.

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### **PREVENTION PROGRAM UPDATE**

Director Lynch reported the ADRC will not hold any late winter or spring prevention programs. In May the ADRC will be teaming up with UW Extension Columbia County to hold a Strong Bodies program. The Health Promotions Coordinator will be on leave from April 22 through July. The ADRC has money to fund training of a volunteer to run the program Stepping On and anticipates two classes in 2022.

### **CAREGIVER PROGRAM UPDATE**

Director Lynch reported the ADRC continues to struggle finding agencies with sufficient staff to meet the needs of ADRC consumers. Director Lynch reaches out to agencies on a regular basis.

### **BENEFIT SPECIALIST UPDATE**

Assistant Director Williams reported the ADRC has increased the number of Elderly served by the Elderly Benefit Specialist (EBS) and is currently working with clients who are still eligible to change advantage plans, which is open to change until March 31<sup>st</sup>. During 2021 Medicare open enrollment, EBS staff met in person and over the phone with people, in comparison to last year which was exclusively over the phone. The Disability Benefit Specialist position is currently vacant and is being temporarily filled by Assistant Director Williams. The DBS program has been reaching out to clientele and schools to help with the transition process.

### **ADULT PROTECTIVE SERVICES UPDATE**

Director Lynch shared the Adult Protective Service (APS) hours served in 2021 in comparison to earlier years. The new APS social worker has transitioned well into her new role. The ADRC will be working on APS policy and procedures in 2022 to develop consistency in screening, investigation and response, and documentation to better track data.

### **ADRC DIRECTOR'S REPORT**

Director Lynch reported additional ADRC data including the rise in Information and Assistance (I&A) contacts and the work the Marketing and Outreach Coordinator has been doing to recruit volunteers. The ADRC director also explained she has been tracking unmet needs to stay on top of changes the ADRC can make to better serve Columbia County. Recent trends in unmet needs include non-medical home care, utility assistance and the majority of current needs being program assistance. The DBS staff position is hoped to be filled soon. Director Lynch also shared compliments the ADRC has recently received from consumers of the Transportation and Nutrition Programs.

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**NEXT MEETING DATE**

The next meeting of the Aging & Disability Resource Center Board will be on Thursday, March 17, 2022, 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.

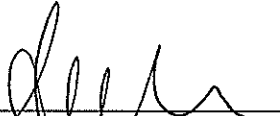
**ADJOURNMENT**

MOTION: TO ADJOURN THE MEETING AT 10:01 A.M.

Motion by Allan Baumgartner, second by Sarah Lochner. Motion carried.

The Columbia County Aging & Disability Resource Center Board will reconvene on Thursday, March 17, 2022, 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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Sarah Lochner, Secretary  
ADRC Board



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Kathleen Cummings, Clerk Typist  
Columbia County H&HS

cc: County Board Chair Vern Gove  
County Board 1<sup>st</sup> Vice Chair James E. Foley  
County Board 2<sup>nd</sup> Vice Chair Chris Polzer