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**AGING & DISABILITY RESOURCE CENTER (ADRC) BOARD  
THURSDAY, FEBRUARY 15, 2018  
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 Kevin Kessler. The meeting was legally advertised. A quorum was present.

**ROLL**

ADRC BOARD MEMBERS PRESENT: Kevin Kessler, Sarah Lochner; Kurt Rinde; Sharon Peterson; Renae DeMott-McMahon; Pastor Julie Krahn; John Primrose.

ADRC BOARD MEMBERS ABSENT: Allan Baumgartner, Teresa Sumnicht.

ADRC BOARD MEMBERS EXCUSED: Marilyn George Burton.

H&HS STAFF PRESENT: Becky Mulhern; Ashley Jahn; Jessica Kath; Kathleen Cummings.

OTHERS: County Board Supervisor Nancy Long.

Chair Kessler Assigned Sharon Peterson to act as Secretary in the absence of Marilyn George Burton.

**APPROVAL OF AGENDA**

**APPROVAL OF MINUTES**

MOTION: TO APPROVE THE DECEMBER 21, 2017 MINUTES OF THE AGING & DISABILITY RESOURCE CENTER BOARD.

Motion by John Primrose second by Pastor Julie Krahn. Motion carried.

**PUBLIC COMMENTS AND CONCERNS**

None

**DEPARTMENT BUDGET & COMPENSATORY TIME**

ADRC Director Becky Mulhern presented the Finance Report and Compensatory Time Report to the Board.

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**APPROVE CHANGES TO 2018 GWAAR BUDGET**

Director Becky Mulhern reported that the 2018 GWAAR BUDGET has already been approved. The current approved 2018 budget needs to be adjusted to transfer 40% of the congregate budget to the home delivered meal budget. GWAAR approved the transfer.

**MOTION: TO APPROVE THE CHANGES TO THE 2018 GWAAR BUDGET**

Motion by Sharon Peterson second by Kurt Rinde. Motion carried.

**APPROVE CHANGES TO 2017 GWAAR SELF ASSESSMENT**

Assistant Director Ashley Jahn reported the ADRC is ready to submit the 2017 Self-Assessment with approval of the Board. As a part of the self-assessment report the goals need to be reviewed and updated each year. Assistant Director Jahn discussed the goals that were updated: involve older people in aging related program development and planning, the senior nutrition program, services in support of caregivers, services to people with Dementia, and Healthy Aging and local priorities.

**MOTION: TO APPROVE THE SUBMITTAL OF THE 2017 GWAAR SELF-ASSESSMENT**

Motion by Julie Krahn second by Kurt Rinde. Motion carried.

**INPUT ON AGING PLAN/TRANSPORTATION COORDINATION PLAN/NUTRITION PROGRAM**

Director Mulhern explained the 3-year aging plan is due in September, along with the 5-year Transportation plan. This plan will be for 2019, 2020 and 2021. The ADRC is also required to do a check-in regarding our nutrition program on an annual basis. The two page questionnaire that has been taken out to the community will be used to support these plans. The process will include public hearings and presentations to group events to determine what the goals for the ADRC will be in the next 3 years.

**TRANSPORTATION PROGRAM UPDATE**

Director Mulhern reported the ADRC received the 5310 Transportation Grant and will be purchasing a new vehicle this summer. Transportation policies are being developed as required from the WisDOT audit last fall. The ADRC did receive the 85.21 Grant to support the transportation program. The transportation program is in need of drivers. AARP will be holding the Smart Driving Course on May 17<sup>th</sup> from 8:00 to 12:00 at the ADRC. The cost will be \$15 for AARP members and \$20 for non-members.

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**ADVOCACY/EDUCATION UPDATE**

Director Mulhern reported the Aging Advocacy Day at the state capital is scheduled for May 16<sup>th</sup> of 2018. The board is invited to participate. Director Mulhern reported the Silver Alert Bill Revision has passed and encouraged everyone to sign up to be alerted when Silver Alerts are issued. The Uniform Adult Guardianship Jurisdiction is still being discussed. This will determine how guardianships are appointed and who can sign paperwork etc. Dementia Specialist Certification is an amendment that will allow someone who has the relevant education, training, instruction or other experience but hasn't completed the instructional program to take a competency evaluation in dementia care and if they successfully complete it, they can use the title of Certified Dementia specialist. Both the Caregiver Tax Credit bill and the Alzheimer's disease and Dementia Awareness Grants were passed.

**NUTRITION PROGRAM UPDATE**

Assistant Director Jahn reported they are fully staffed. They are looking for volunteers for delivering meals and help at the meal sites. The ADRC is looking for members for the Nutrition Advisory Council which meets four times per year. The food drive was a success for home delivered meal clients of Columbia County. Every person on the route received a blizzard meal in the instance that the ADRC are unable to deliver due to weather.

**NUTRITION WAITLIST UPDATE**

Assistant Director Jahn reported the wait list has not been activated. The waitlist will likely have to be implemented by the second quarter of this year. Director Mulhern explained the process of how the wait list is implemented and updated as needed, making sure medically needy clients are high priority. Discussion was held on fundraising ideas to assist the funds needed for home delivered meals.

**PREVENTION PROGRAM UPDATE**

Assistant Director Jahn reported A Healthy Living with Diabetes class will be starting in May at Divine Savior Hospital. A Stepping On class will be held this summer, possibly in Poyette.

**CAREGIVER PROGRAM UPDATE**

Assistant Director Jahn reported the ADRC continues to work with clients through the National Family Caregiver Support Program and the Alzheimer's and Family Caregiver Support Program. The transition from Northwoods to our new providers has gone well.

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**ADULT PROTECTIVE SERVICES UPDATE**

ADRC Director Mulhern reported the ADRC is planning for World Elder Abuse Awareness Day on June 20<sup>th</sup> of 2018 at the new ADRC building. Let Director Mulhern know if you are interested in helping to plan the event. The next meeting will be March 21<sup>st</sup> at 10:00 at the ADRC. The I-Team (interdisciplinary team) for APS meets throughout the year. The next meeting is Wednesday February 21<sup>st</sup> at 8:30 in the Administration building room 115. Rob Gunderman from the Alzheimer's Dementia Alliance will speak.

**ADRC DIRECTOR'S REPORT**

ADRC Director Mulhern reported the 10 year anniversary Open House earlier this month had good turn-out with 50 people in attendance. AARP Tax service has begun. Preparers are at the ADRC on Wednesdays and Thursday until April. The preparers will be traveling to the Columbus Senior Center two days to do tax appointments. The ADRC is starting the RFP (request for proposals) for a new meal provider as a suggestion from clients and the board. A new intern, Carol Nelson, has started with the ADRC. She assists at the front desk and has been helping with the AARP Tax Aide Program. Ex-Governor Schreiber will be coming to Portage on March 14<sup>th</sup> to discuss his caregiving experience and journey with Alzheimer's at MATC. The 2016-2018 Nutrition Assessment/Review will be this year to assess the spending of the Older American Acts (OAA) dollars received for the program. The ADRC continues to research all grant opportunities to ensure that the necessary funds to keep the programs running without making any cuts. The ADRC is putting together an end of year report. With that, the MIS department reported an increase in hits on the ADRC's website from 25,934 in 2016 to over 40,000 hits in 2017. The ADRC is working on updating the website to make it more user friendly. The 2019 budget process begins next month. This will include looking at changes for next year which needs to be finished by July. The agency is getting ready to move. Currently the plan is to move the last week in June. The Alzheimer's and Dementia Alliance of Wisconsin is having a class at the ADRC on February 27<sup>th</sup> from 5:30 - 7:00pm: Understanding and Responding to Behavior Changes. Assistant Director Ashely will be out on maternity leave from the end of March until the beginning of July.

**NEXT MEETING DATE**

The next meeting of the Aging & Disability Resource Center Board will be on Thursday, April 19, 2018, 9:00 a.m. at Columbia County Health & Human Services in the Brewer's Room.

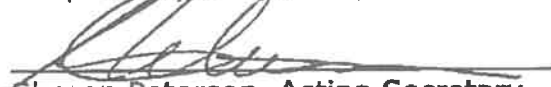
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**ADJOURNMENT**

MOTION: TO ADJOURN THE MEETING AT 10:00 A.M.

Motion by John Primrose, second by Kurt Rinde. Motion carried.

Respectfully Submitted,

  
Sharon Peterson, Acting Secretary  
ADRC Board

  
Kathleen Cummings, Clerk Typist  
Columbia County H&HS

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