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**AGING & DISABILITY RESOURCE CENTER (ADRC) BOARD  
THURSDAY, JULY 16, 2020  
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 Tom Borgkvist. The meeting was legally advertised. A quorum was present.

**ROLL**

ADRC BOARD MEMBERS PRESENT: Darlene Anderson Prest; Allan Baumgartner; Danny Beard; Tom Borgkvist; Shelby Carter; Sharon Peterson; Eric Shimpach; Jolene Wheeler.

ADRC BOARD MEMBERS ABSENT: Renae DeMott McMahon, Marilyn George Burton, Sarah Lochner.

H&HS STAFF PRESENT: Kathleen Cummings; Katie Day; Ashley Jahn; Becky Mulhern, Serena Robson.

OTHERS: Jesica Lattimer, Accounting.

**APPROVAL OF AGENDA**

MOTION: TO APPROVE THE JULY 16, 2020 AGENDA OF THE AGING & DISABILITY RESOURCE CENTER BOARD.

Motion by Eric Shimpach, second by Danny Beard. Motion carried.

**APPROVAL OF MINUTES**

MOTION: TO APPROVE THE JANUARY 16, 2020 MINUTES OF THE AGING & DISABILITY RESOURCE CENTER BOARD MEETING.

Motion by Eric Shimpach, second by Jolene Wheeler. Motion carried.

**PUBLIC COMMENTS AND CONCERNS**

None.

**FINANCIAL REPORTS & COMPENSATORY TIME**

Director Becky Mulhern presented the Finance Report and Compensatory Time Report to the Board. It was noted that due to being grant funded, the financial reports data is typically delayed by three months. Additional compensatory time was reported due to staff vacancy.

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**APPROVE VOLUNTEER RECOGNITION**

Director Mulhern reported the scheduled Volunteer Appreciation event planned for April was canceled due to the COVID-19 pandemic. Director Mulhern read the proclamation created by the ADRC to honor over 125 ADRC volunteers.

**MOTION: TO APPROVE THE VOLUNTEER RECOGNITION.**

Motion by Eric Shimpach, second by Danny Beard. Motion carried.

**ADRC BOARD MEMBER DISCUSSION/UPDATE**

Director Mulhern reported the following appointments and reappointments have been approved by the HHS Board and County Board:

Reappointments:

Allan Baumgartner, 2<sup>nd</sup> term ending 4/2023

Marilyn George Burton, 3<sup>rd</sup> term ending 4/2023

Appointments:

Sarah Lochner, previously completing vacant term, 1<sup>st</sup> term, ending 4/2023

Danny Beard, 1<sup>st</sup> term, ending 4/2-22

In addition, Director Mulhern shared the resignation of Renae DeMott-McMahon. New candidates are being sought to complete her term through 4/2021

**DONATION REQUESTS**

Director Mulhern reviewed the donation requests approved at the March 11, 2020 Health and Human Services (H&HS) Board meeting.

**APPROVE VOLUNTEER MEAL POLICY UPDATE**

Assistant Director Ashley Jahn presented a request to change the Dining Center Manager and Volunteer Meal Policy to state Manager and Volunteers under the age of 60 pay for meals on a per cost basis.

**MOTION: TO UPDATE DINING CENTER MANAGER AND VOLUNTEER MEAL POLICY TO INCLUDE MEAL RATE AT COST FOR MANAGERS AND VOLUNTEERS UNDER THE AGE OF 60.**

Motion by Eric Shimpach, second by Allan Baumgartner. Motion carried.

**ADVOCACY/EDUCATION UPDATE**

Director Mulhern reported that The Older Americans Act, which was created in 1965 was reauthorized through 2024. Disability Advocacy Day and Aging Advocacy Day at the Capital were canceled for 2020. Aging Advocacy Day for 2021 is scheduled for May 11, 2021. There is a push to get Census information completed as all grant funding relies

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on this information when determining the amount of funding each county receives. Voter accessibility is being discussed due to elections this year. The ADRC needs to determine if transportation to voting sites will be available as typically transportation is primarily for medical appointments.

**TRANSPORTATION PROGRAM DISCUSSION/UPDATE**

Director Mulhern reported the ADRC is only providing medical appointment transportation at this time due to the COVID-19 pandemic. All riders are medically screened and aren't transported if they are having symptoms of COVID-19 or are awaiting results of a COVID-19 test. The ADRC is not providing transportation to be tested for COVID-19 unless it is a required test for a scheduled procedure. All ADRC drivers are wearing masks and disinfecting all vans after each ride is complete. We strongly recommend, but cannot require riders wear masks while being transported. The ADRC vans are on a scheduled rotation for decontamination with the Emergency Management. The ADRC is preparing the 5310 grant application seeking two new vehicles and will conduct a public hearing which will coincide with the next H&HS Board meeting. The 5310 public hearing will take place on August 12, 2020 at 1:00 P.M. The next TRIP meeting will take place at H&HS at 2:00 P.M. on July 21, 2020 in Meeting Room 2.

**NUTRITION PROGRAM DISCUSSION/UPDATE**

Assistant Director Jahn reported all of the ADRC congregate dining sites remain closed due to the COVID-19 pandemic. Home delivered meals continue to be delivered out of the Portage, Poynette, Pardeeville and Columbus meal sites. All home delivered meal drivers and meal site managers wear masks, glove and sanitize. Senior Farmer's Market Vouchers were distributed to the public outdoors at drive through distribution sites. Vouchers are now available at the ADRC. The ADRC is looking for members for the Nutrition Advisory Committee (NAC). The next meeting of the NAC is August 18 at 1:00 PM in Meeting Room 1 of H&HS.

**NUTRITION WAITLIST UPDATE**

Assistant Director Jahn reported that due to various and generous donations, the Nutrition Waitlist has not been implemented.

**PREVENTION PROGRAM UPDATE**

Assistant Director Jahn reported the ADRC has postponed all prevention programs at this time due to the COVID-19 pandemic. Small classes, virtual classes or a combination of both are being explored.

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**CAREGIVER PROGRAM UPDATE**

Assistant Director Jahn reported the ADRC has many tools, resources, and products available to help caregivers. The ADRC encourages Columbia County caregivers to stop in to see if they can meet their needs.

**BENEFIT SPECIALIST UPDATE**

Director Mulhern introduced the new Elder Benefit Specialist Serena Robson. The ADRC is exploring the safest way to hold open enrollment this year.

**ADULT PROTECTIVE SERVICES UPDATE**

Director Mulhern reported Elder Abuse Awareness Day was Wednesday June 17, 2020. Due to the COVID-19 pandemic the event was a go-to webinar held by speaker Tiffany Bernhardt Schultz, the Southwest Wisconsin Regional Director of the Better Business Bureau. Ms. Schultz spoke on the latest scams targeting seniors, how to spot the scams and what to do if you or a loved one becomes a victim.

**ADRC DIRECTOR'S REPORT**

Director Mulhern reported due to the COVID-19 pandemic the ADRC is not meeting with clients in the ADRC suite. Staff is meeting with clients in conference rooms, meeting rooms or outside to better practice social distancing. The ADRC limits the number of people allowed in the lobby by removing extra chairs. Hand sanitizer is available in the ADRC lobby and offices. Home visits are only done in cases of emergency and staff wear masks and gloves. The ADRC received CARES funding and will purchase sneeze guards for the front desk and individual offices. ADRC masks have also been purchased and will be available soon. The ADRC Director's meeting have changed from weekly to bi-weekly to keep directors updated on public visits, new regulations, changes in protocol and concerns over social isolation and loneliness issues amongst clientele. The Foot Clinic has reopened as of June 1, 2020. The Foot Clinic is an important service to help keep individuals independent in their homes. The ADRC contracted Foot Clinic RN wears a mask and gloves and screens consumers when confirming appointments. The ADRC continues to offer Ensure that can be picked up in the lobby or delivered. The ADRC continues to work on the budget, writing grants, new training and has seen an increase in calls.

**NEXT MEETING DATE**

The next meeting of the Aging & Disability Resource Center Board will be on Thursday, September 17, 2020, 9:00 a.m. in Meeting Room 2 and 3 at Columbia County Health & Human Services.

**ADJOURNMENT**

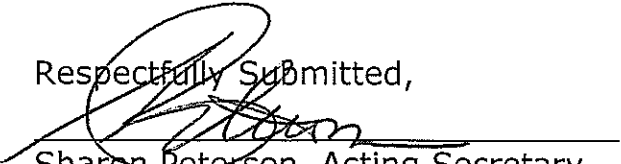
MOTION: TO ADJOURN THE MEETING AT 9:50 a.m.

Motion by Eric Shimpach, second by Sharon Peterson. Motion carried.

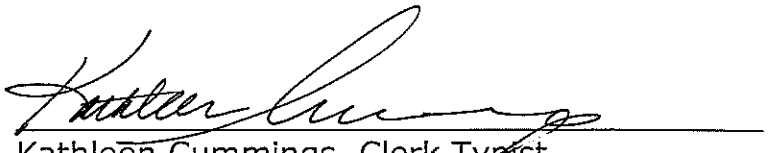
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The Columbia County Aging & Disability Resource Center Board will reconvene on Thursday, September 17, 2020 at 9:00 a.m. in Meeting Room 2 and 3 at County Health & Human Services Building, located at 111 East Mullett Street, Portage, WI.

Respectfully Submitted,

  
Sharon Peterson, Acting Secretary  
ADRC Board

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

  
Kathleen Cummings, Clerk Typist  
Columbia County H&HS

