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**AGING & DISABILITY RESOURCE CENTER (ADRC) BOARD  
THURSDAY, JULY 20, 2023  
MINUTES**

**CALL TO ORDER**

The regular meeting of the Aging & Disability Resource Center Board was called to order at 9:02 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; Adaora Bilse; Kayla Wolff; Jolene Wheeler; Darlene Anderson-Prest; Shelby Carter; Vanessa Chapman; Connie Pease, Paul Zarnikow.

HHS STAFF PRESENT: Sue Lynch; Kathleen Cummings; Jennifer Warnke.

OTHERS: Jesica Walter, Accounting.

**APPROVAL OF AGENDA**

MOTION: TO APPROVE THE JULY 20, 2023 AGENDA OF THE AGING & DISABILITY RESOURCE CENTER BOARD.

Motion by Steve Balsiger, second by Adaora Bilse. Motion carried.

**APPROVAL OF MINUTES**

MOTION: TO APPROVE THE MAY 18, 2023 MINUTES OF THE AGING & DISABILITY RESOURCE CENTER BOARD MEETING.

Motion by Connie Pease, second by Jolene Wheeler. Motion carried.

**PUBLIC COMMENTS AND CONCERNS**

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

**FINANCIAL REPORTS & COMPENSATORY TIME**

ADRC Director Sue Lynch presented the financial and compensatory time reports.

**NOMINATION OF ADRC BOARD SECRETARY**

MOTION: TO APPOINT VANESSA CHAPMAN AS ADRC BOARD SECRETARY

Motion by Adaora Bilse, second by Kayla Wolff. Motion carried

## **AGING & DISABILITY RESOURCE CENTER BOARD MEETING JULY 20, 2023 - PAGE 2**

### **ADVOCACY/EDUCATION**

Director Lynch shared with the board that the state Bi-Annual Budget was recently signed by the governor. Increases of base allocations to state ADRCs include a 2.5 million dollar increase in year one and an additional 5 million dollar increase in year two. The Alzheimer and Dementia Support was increased by \$250,000 but did not address family income limits and the cap on hours allowed to assist families. The Home Delivered Meals program had an increase of \$225,000 annually as well. All increase amounts are divided across all state ADRCs.

### **NOMINATION OF TRIP COUNCIL MEMBERS**

Director Lynch presented information on Megan Jahoda who has been nominated by the TRIP Council to become a member and needs approval by the ADRC Board.

MOTION: TO APPOINT MEGAN JAHODA AS A TRIP COUNCIL MEMBER.

Motion by Darlene Anderson-Prest, second by Steven Balsiger. Motion carried.

### **TRANSPORTATION PROGRAM**

The 5310 grant application was approved by the Health and Human Services (HHS) board as needed due to matching fund requirements. Due the end of August, the ADRC will be requesting a replacement rear-load van in the 5310 application. The 8521 grant cap did not see an increase in the state budget process and is capped at \$80,000. The current cost of a new van is \$84,000 so used vans are being considered when using the 8521 grant monies. The 5310 grant van for 2023 is still in the process of being built, but is expected to be finished yet this year. The ADRC will be holding a meeting in September for the 5-year Transportation Coordination Plan. This quarter the ADRC is up about 150 rides over numbers from last year, which is reaching numbers pre-pandemic. The ADRC is now offering non-medical rides if all medical rides requests are met for the day. Discussion was held regarding salaries of transportation employees and the processes involved in increasing those salaries.

### **NUTRITION PROGRAM**

A Volunteer appreciation event was held at the ADRC the week of July 10<sup>th</sup>. Carol's Cones donated ice cream and popcorn for the event. The nutrition program continues to seek volunteers in particular at the Portage and Pardeeville sites. The ADRC is continuing congregate site refreshes to make the dining experience appealing. Activities at congregate sites draw more attendance and the program is working on implementing additional activities. The Pardeeville Community Center is in the process of being completed and has reached out to the ADRC to begin the process of having the congregate site moved to that location.

## **AGING & DISABILITY RESOURCE CENTER BOARD MEETING JULY 20, 2023 - PAGE 3**

### **NUTRITION WAITLIST**

The Home Delivered Meals waitlist has been reworked and new referrals are added to the list as they are made. The Portage Elk's has made a donation to help prevent the HDL wait list and the John T Price trust has also made a donation for nutrition services for older adults.

### **PREVENTION PROGRAM**

Upcoming prevention program classes this fall include Stepping On, Walk with Ease, Mind Over Matter and Strong Bodies.

### **CAREGIVER PROGRAM**

The National Family Caregiver Program and Alzheimer's Family Caregiver Support Program continues to have openings. The ADRC is actively recruiting additional providers to help fill the openings.

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

The Elder Benefit Specialist has been doing outreach with Medicare Minute and Medicare Basics and Beyond sessions. The Disability Benefit Specialist continues to carry a high case load and is making provisions as her case load is at near capacity.

### **DEMENTIA CARE SPECIALIST**

The Dementia Care Specialist provides memory screens by appointment along with Information and Assistance (I&A) staff. The Remember Project will be held in Lodi on August 16 and a second event in Portage on August 17.

### **ADULT PROTECTIVE SERVICES**

Guardianship Cases have shown an increase with 36 cases for all of 2022, and 26 year-to-date for 2023.

### **INFORMATION & ASSISTANCE REPORT**

I&A staff have fielded 1,400 calls since the Board's May meeting. No one topic of unmet needs has been evident. Calls on average are lasting longer which indicates complex topics. The Independent Living Support Program has had a state level delay. A list of potential clients has been created for when the program officially launches.

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

Director Sue Lynch introduced the new ADRC receptionist Jennifer Warnke. Safety glass has been installed at the reception area. The ADRC has a very busy summer of outreach in progress including participation in events such as the Portage Night Market, The Columbia County Fair, National Night Out, Touched Twice, The Remember Project and The Saddle Ridge Golf outing.

**AGING & DISABILITY RESOURCE CENTER BOARD MEETING  
JULY 20, 2023 - PAGE 4**

**NEXT MEETING DATE**

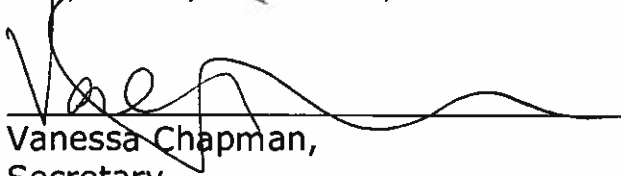
The next meeting of the Aging & Disability Resource Center Board will be on Thursday, September 21, 2023, at 9:00 a.m. in Meeting Rooms 2 & 3, ADRC Entrance, of Health and Human Services at 111 East Mullett Street, Portage, WI 53901.

**ADJOURNMENT**

The meeting was declared adjourned by Chair Richmond at 9:51 a.m.

The Columbia County Aging & Disability Resource Center Board will reconvene on Thursday, September 21, 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,



Vanessa Chapman,  
Secretary  
ADRC of Columbia County Board



Kathleen Cummings,  
Elder Benefit Specialist  
ADRC of Columbia County

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

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