



608-742-9233
888-742-9233
FAX: 608-742-9277
TDD: 608-742-9229
E-MAIL: ADRC @co.columbia.wi.us
WEBSITE: www.co.columbia.wi.us

2652 Murphy Road
P.O. Box 136
Portage, WI 53901-0136

**AGING & DISABILITY RESOURCE CENTER (ADRC) BOARD
THURSDAY, JULY 26, 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, Susanna Bradley, Teresa Sumnicht, Allan Baumgartner, Sharon Peterson, Marilyn George Burton, Sarah Lochner, Renae DeMott-McMahon.

ADRC BOARD MEMBERS ABSENT: John Primrose.

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

OTHERS: County Board Supervisor Nancy Long.

APPROVAL OF AGENDA

MOTION: TO APPROVE THE JULY 26, 2018 AGENDA OF THE COLUMBIA COUNTY AGING & DISABILITY RESOURCE CENTER BOARD.

Motion by Susanna Bradley second by Teresa Sumnicht. Motion carried.

APPROVAL OF MINUTES

MOTION: TO APPROVE THE MAY 17, 2018 MINUTES OF THE AGING & DISABILITY RESOURCE CENTER BOARD.

Motion by Teresa Sumnicht second by Marilyn George Burton. 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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REVIEW DRAFT 3-YEAR AGING PLAN

Director Becky Mulhern explained the background on the 3-Year Aging Plan. Assistant Director Ashley Jahn explained the draft for the 2019-2021 Aging Plan has been submitted to the Greater Wisconsin Area on Aging Resources (GWAAR). The ADRC will receive feedback from GWAAR within the next couple of weeks. Categories included in the plan are: Advocacy Related Activities, Elder Nutrition Program, Services in Support of Caregivers, Services to People with Dementia, Healthy Aging and Local Priorities. The goals were formed from feedback received from the surveys distributed to the community last winter. The Draft of the 3-Year Aging Plan will be put on the ADRC website with information on who to contact to give feedback prior to the public hearing. The ADRC Board will be contacted through email when the Draft 3-Year Aging Plan is available to view on the website. The final 3-Year Aging Plan is due November 2nd 2018.

**5 – YEAR TRANSPORTATION COORDINATION PLAN/NUTRITION PROGRAM
DISCUSSION**

Director Mulhern explained the public hearing will be combined with the 3-Year Aging Plan and the Transportation Coordination Plan as transportation is included in the 3-Year Aging Plan. A draft of the plan has been submitted to GWAAR based on the survey last winter. The next step will be to get feedback from the community through outreach events and a public hearing. The draft of the Transportation Coordination Plan will be available on line for feedback as well. After community input is compiled the plan will then be revised, brought to the advisory committee for approval and submitted to GWAAR by October 15th, 2018. The Nutrition Program also gathered information from the survey last winter/spring with popular trends being: Healthy Eating, Cooking for Two and Safety in the Kitchen. The Nutrition Program information will be used for the annual Nutrition Program Audit conducted by GWAAR each fall.

TRANSPORTATION PROGRAM UPDATE

Director Mulhern explained The Wisconsin Department of Transportation (WisDOT) is purchasing all vehicle requests for the current year recipients of the 5310 grant, the ADRC is unsure when it will get the new vehicle. The ADRC is starting to work on the 2019 5310 grant, as the application is due on October 31st. The ADRC is looking to hire a few more drivers. An AARP Smart Driver Course will be held at the ADRC on October 18th. A Passenger Safety Assistance Training for ADRC Drivers will be held September 19th and is funded by a grant written to ensure that all ADRC Drivers are trained in proper techniques to tie down wheelchairs.

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Policies were required to be completed as part of our 2017 audit. Those policies have been passed along to Corporation Counsel for review. They include a Maintenance Plan, a Safety Management Policy, Training Classes and Records and a Discrimination Plan posted in each vehicle and on the website, along with a form made available to the public. Once approved by Corporation Counsel, the review will move forward to the HHS Board to get approval so that the audit can be completed.

ADVOCACY/EDUCATION UPDATE

Director Mulhern reported that currently there is a break in legislative advocacy. The ADRC will again have an Alzheimer's Walk Team for the September 9th event that is held on the Portage Levee.

NUTRITION PROGRAM UPDATE

Assistant Director Jahn reported that recently the Portage/Pardeeville meal site manager resigned, so the ADRC is currently looking for a new meal site manager. The ADRC is also recruiting for substitute meal site managers. Director Mulhern reported the Lodi meal site is currently closed due to summer construction at the Lodi Elementary School. Those congregate members who had been attending the Lodi meal site have been asked to attend the Poynette meal site. A restaurant model is in the works at the Lodi location. Assistant Director Jahn explained the ADRC will start work on a Request for Proposal (RFP) for next year's meal programs with the possibility of having local vendors serve their areas. The ADRC had an on-site review of the Elderly Nutrition Program with GWAAR earlier this year and was found to be in compliance with all policies and procedures. A home delivered meals participant passed away recently and his family generously donated \$945.00 in memorial money to the ADRC home delivered program.

NUTRITION WAITLIST UPDATE

Assistant Director Jahn explained that with donations received so far this year, the nutrition waitlist does not have to be implemented at this time.

PREVENTION PROGRAM UPDATE

Assistant Director Jahn explained a new evidence based program has begun at the ADRC called Walk with Ease. This class helps to get people to build endurance and strength through walking and will be meeting three times a week for six weeks. A new Yoga program is in the works with the University of Wisconsin and the Wisconsin Institute as Healthy Aging (WIHA). The program will be used for research to find if it qualifies for an evidenced based program. This could lead to funding future Yoga classes at the ADRC. Stepping On, a falls prevention class will be offered this fall at the ADRC.

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The ADRC is looking for locations to hold the Powerful Tools for Caregivers Class in Columbus. It was suggested that Churches be contacted as possible locations.

CAREGIVER PROGRAM UPDATE

Assistant Director Jahn reported that the ADRC continues to serve its consumers through the Alzheimer's Family Caregiver Support Program and the National Family and Caregiver Support Program. The ADRC received a donation from the Holy Stitches group of Waupun of 40 fidget muffs for the caregiver coalitions. The first ever Caregiver Retreat was held in Columbus in April at the Columbus Library. The next Caregiver Retreat will be in Portage in November. The retreat will be held in both Portage and Columbus on an annual basis.

BENEFIT SPECIALIST UPATE

Director Mulhern reported Brianne Williams started on Monday July 23rd as the new Elder Benefit Specialist for the ADRC.

ADULT PROTECTIVE SERVICES UPDATE

Director Mulhern reported the state of Wisconsin is holding a training program for Adult Protective Services (APS) employees. The training is three parts long and takes place in Madison. At the end of the training all APS employees will hold consistent training across the state. June 20th was the World Elder Abuse Awareness event held at the new ADRC. Michelle Reinen from DTCAP presented on frauds and scams. There was a great turn out and the ADRC expects an increase in attendance in the future with the ability to hold the event indoors in inclement weather. The Aging and Disability Network Conference will be held September 12, 13 and 14 at Kalahari in Wisconsin Dells.

ADRC DIRECTOR'S REPORT

ADRC Director Mulhern reported the Aging and Disability network Conference will be held September 12, 13 and 14 at Kalahari in Wisconsin Dells. ADRC Director Mulhern reported the ADRC continues to research all grant opportunities to ensure that it has the necessary funds to keep its programs running without making cuts. Please share any grant opportunities with the ADRC. The main portion of the 2019 budget has been completed. The ADRC is working with the Accounting Department to finalize the budget. The ADRC continues to unpack and get settled in its new space. The Administration, Health and Human Services and remodeled Courthouse Open House will be held Saturday August 18, 2018. The ADRC applied for the Dementia Care Specialist grant along with 16 other counties. Unfortunately Columbia County was not one of the five successful counties who received the award. It is hopeful that these positions will soon be state funded in all counties. There are two vacancies on the ADRC Board. The board has openings for one person aged 60 or over and one person who has experience with someone who has intellectual or developmental delays.

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NEXT MEETING DATE

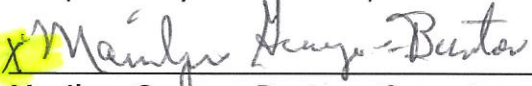
The next meeting of the Aging & Disability Resource Center Board will be on Thursday, September 20, 2018, 9:00 a.m. in Meeting Room 3 at Columbia County Health & Human Services, 111 E. Mullett Street, Portage.

ADJOURNMENT

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

Motion by Marilyn George Burton, second by Sharon Peterson. Motion carried.

Respectfully Submitted,

A handwritten signature in cursive that reads "Marilyn George Burton". The first few letters are highlighted in yellow.

Marilyn George Burton, Secretary
ADRC Board

A handwritten signature in cursive that reads "Kathleen Cummings".

Kathleen Cummings, Clerk Typist
Columbia County H&HS

cc: County Board Chair Vern Gove
County Board 1st Vice Chair Dan Drew
County Board 2nd Vice Chair James E. Foley