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**AGING & DISABILITY RESOURCE CENTER (ADRC) BOARD
THURSDAY, NOVEMBER 18, 2021
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: Allan Baumgartner; Danny Beard; Adaora Bilse; Rosemary Minnema; Eric Shimpach; Jolene Wheeler, Kayla Wolff.

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

OTHERS: Cathy Karls, Accounting; Jesica Walter, Accounting; Timothy Wellens, Regional Quality Specialist, State Office for Resource Center Development.

Chair Borgkvist appointed Jolene Wheeler as the acting Secretary.

**PUBLIC HEARING on 85.21 DEPARTMENT OF TRANSPORTATION GRANT
APPLICATION 2022 AND ADRC THREE-YEAR AGING PLAN**

The public hearing on the 85.21 Department of Transportation Grant Application 2022 and ADRC Three-Year Aging Plan opened at 9:02 A.M.

No one from the public spoke or was present. Director Sue Lynch explained the 85.21 Department of Transportation Grant and Three-Year Aging Plan. A rough draft of the Three-Year Aging Plan has already been reviewed and approved by the Greater Wisconsin Agency on Aging Resources (GWAAR).

**MOTION: TO APPROVE THE CLOSING OF THE 85.21 DEPARTMENT OF TRANSPORTATION
GRANT APPLICATION 2022 AND ADRC THREE-YEAR AGING PLAN.**

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

Public Hearing on 85.21 Department of Transportation Grant Application 2022 and ADRC Three-Year Aging Plan closed at 9:05 A.M.

APPROVAL OF AGENDA

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

Motion by Danny Beard, second by Rosemary Minnema. Motion carried.

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APPROVAL OF MINUTES

MOTION: TO APPROVE THE SEPTEMBER 16, 2021 MINUTES OF THE AGING & DISABILITY RESOURCE CENTER BOARD MEETING.

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

PUBLIC COMMENTS AND CONCERNS

None.

APPROVE THE 85.21 DEPARTMENT OF TRANSPORTATION GRANT APPLICATION 2022

MOTION: TO APPROVE THE 85.21 DEPARTMENT OF TRANSPORTATION GRANT APPLICATION 2022

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

APPROVE THE ADRC THREE-YEAR AGING PLAN

MOTION: TO APPROVE THE ADRC THREE-YEAR AGING PLAN

Motion by Danny Beard, second by Rosemary Minnema. Motion carried.

FINANCIAL REPORTS & COMPENSATORY TIME

Director Lynch presented the financial and compensatory reports.

TRIP MEMBER NOMINATION

Director Sue Lynch explained she is continuing to seek new members of The Ride Improvement Project (TRIP) Committee. She currently does not have a nomination. Vice Chair Eric Shimpach questioned if the next TRIP Committee meeting would be prior to the next ADRC Board meeting and the procedure required to nominate a new member. Director Lynch explained the process.

ADVOCACY/EDUCATION UPDATE

Director Lynch shared November is National Family Caregiver Month and noted that it is approximated that 1 out of every 5 people in Wisconsin are functioning as an unpaid family caregiver and that 80% of all care is provided by families. Family caregivers save systems money and allow many older adults and people with disabilities the ability to live in their communities. The ADRC endorses family caregivers sharing their stories with state legislators so that they stay connected to the issues happening here in our communities.

TRANSPORTATION PROGRAM UPDATE

Director Lynch explained the 85.21 Department of Transportation Grant application will be submitted to the state by the end of December.

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The ADRC continues to recruit for paid medical drivers, having had recent resignations. Reasons for the resignations were noted as needing more hours and more pay. Director Lynch shared transportation service data from September to date. Rosemary Minnema shared she had reached out to members of her church to help recruit drivers. Director Lynch explained that the ADRC does not provide a voucher if transportation is not available to a client, but does provide a list of other transportation services within Columbia County.

NUTRITION PROGRAM UPDATE

Director Lynch shared the ADRC is required to have annual training for the Nutrition Site managers and volunteers. This year each county was asked to provide their own trainings that included the mandatory topics: Health and Racial Equity and COVID-19 Resiliency. The training was held on November 16th and was well attended. Aspirus Divine Savior did basic first aid training and the Portage Fire Department did fire extinguisher training. In addition, an hour of training included food safety topics and an hour was on the required topics. The audience was very engaged and had a lot of robust conversation and liked the small group training. The ADRC will share feedback from the training with GWAAR and the Bureau of Aging and Disability Resources. The Portage and Wyocena Food Pantries received funding for home bound county residents. The ADRC works with these food pantries by distributing packages once per month. The ADRC does provide emergency meals in the event drivers are not able deliver meals due to inclement weather. This year the ADRC is using COVID funds to provide inclement weather meals. The ADRC continues to recruit for Home Delivered Meal Drivers. Lodi's Congregate Nutrition Site, Settler's Trail, has provided notice to end the Memorandum of Understanding (MOU) to use their location for the ADRC nutrition program. Director Lynch has reached out to Reach Out Lodi to discuss Lodi's needs for the nutrition program. Adaora Bilse suggested we reach out to veterans such as at the American Legion or VFW to recruit drivers.

NUTRITION WAITLIST UPDATE

Director Lynch reported the waitlist has not been implemented at this time. Director Lynch, the Health Promotions Coordinator and Dietetic Technician meet weekly and feel the ADRC is at max capacity for drivers and site managers as the program is serving at least 1,500 meals per month more than were being served in 2019. The ADRC is reviewing policy and procedure to implement the wait list consistently and fairly.

PREVENTION PROGRAM UPDATE

Director Lynch reported the ADRC held Stepping On prevention programs in Portage and Wisconsin Dells this fall. Preparation for 2022 evidence based health promotion programs will begin in December where the ADRC will assess the need for additional co-leaders and leader training.

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CAREGIVER PROGRAM UPDATE

Director Lynch reported that two Caregiver Retreats were held this fall. One retreat was on November 1st in Portage with a group of 18 caregivers, and one was on November 11th in Columbus with eight caregivers. The theme of the retreat was Self Care. Better Together presented information and walked the groups through self-care techniques. Director Lynch shared there is a nationwide shortage of caregivers and the ADRC has chosen to use some of the monies granted to the caregiver program to provide equipment such as swivel discs, mattress pads etc. to be used at home. Director Lynch reported the 2022 contracts for Supportive Home Care agencies have gone out and at least one agency has decided to stop working with all county programs. Director Lynch is actively searching for additional agencies to fill the needs of Columbia County.

BENEFIT SPECIALIST UPDATE

Director Lynch reported the ADRC is in the middle of Medicare open enrollment, which opened on October 15th and continues until December 7th. The Elder Benefit Specialist has been meeting with clients both here and in Columbus. The Disability Benefit Specialist has been assisting the Elder Benefit Specialist during this time. In addition, the Disability Benefit Specialist is reaching out to schools and agencies to grow the program.

ADULT PROTECTIVE SERVICES UPDATE

Director Lynch shared the ADRC has hired Jenny Johnson for the Adult Protective Services (APS) open position. Director Lynch has been supporting the APS program as much as possible during the time of vacancy and shared data on active cases.

ADRC DIRECTOR'S REPORT

Director Lynch reported on core ADRC services sharing data from September 1st through November 17th. The part-time Dementia Care Specialist position will be posted in January. All positions in the ADRC are filled except for the Assistant Director noting the two newest hires Mary Dresen as a part-time Transportation Coordinator and Dana Luedeman as an Outreach and Marketing Coordinator. Director Lynch has received many positive comments and feedback for the services the ADRC provides to the people in Columbia County and shared a few comments with the board.

NEXT MEETING DATE

The next meeting of the Aging & Disability Resource Center Board will be on Thursday, January 20, 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.

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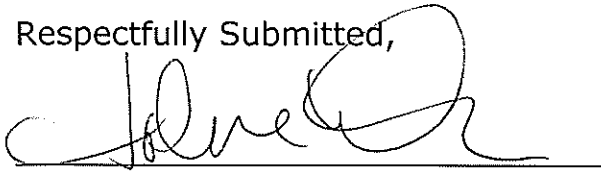
ADJOURNMENT

MOTION: TO ADJOURN THE MEETING AT 9:46 A.M.

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

The Columbia County Aging & Disability Resource Center Board will reconvene on Thursday, January 20, 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,



Jolene Wheeler, Acting Secretary
ADRC Board

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



Kathleen Cummings, Clerk Typist
Columbia County H&HS