



AGING & DISABILITY RESOURCE CENTER

ADRC BOARD
MEETING MINUTES

APRIL 18, 2012

HEALTH & HUMAN SERVICE
BLOOMFIELD HEALTHCARE & REHABILITATION CENTER
3151 County Road, Dodgeville, WI 53533

Chairman Ron Benish called meeting to order at 10:00 a.m.

ROLL CALL: Present: Ron Benish, Lorraine Fritsch, Lorraine Drews, Dan Nankee, MaryClaire Murphy, Margaret Peat, Rosalie Zweifel, Carol Calhoun, Excused: Nona Chappell, Geri Peterson, Mildred Swedlund, Therese Hess, Rose Ross. Also in Attendance: Nancy Howard, Deb Ehr, Rachel Dischler, Laura Crowley, Rebecca Wetter, Tom Slaney

CERTIFICATION: Laura Crowley indicated that the meeting was certified in posting and publishing and also faxed to newspaper and radio. We currently post in three locations.

AGENDA: Lorraine Fritsch made the motion to approve the Agenda for April 18, 2012. MaryClaire seconded the motion. All members present were in favor.

MEETING MINUTES: Dan Nankee made the motion to approve the meeting minutes of the March 13, 2012 meeting. Carol Calhoun seconded the motion. All members present were in favor.

REPORTS/COMMENTS FROM BOARD MEMBERS/AUDIENCE: Rosalie stated that SHARE that has been going on for 27 yrs., and that it will be ending in May. The costs are going up and so, the price to customers was raised, so sales became more sporadic and/or have been lost. Rosalie added that all of the folks are volunteers and there is quite a bit of work to do. AARP next month, May, will be the third Tuesday. They will play bingo and then have a business meeting. Carol Calhoun wanted to bring to the Board the positive feedback that she is hearing about our new format and delivery of News and Views.

FINANCIAL REPORT: The Expense/Income Report for the month of March was distributed to the Board for their review. The Board will address this report later on the agenda in this meeting. Copies are available in the ADRC Office. Tom Slaney distributed an expense and a revenue guideline for Jan 1, 2012 – March 31, 2012. The Board asked for a quarterly report. Tom wanted to highlight the last page of the expenditure report showing that we are at 17% and we are 25% (1/4 of the way) through the year. The revenue is a little misleading at 36% based on the fact that all of the county appropriations are given to us on day one which makes up for the delay in receiving our receipts from our contracts. Tom indicated that Jamie Gould has been hired to replace him and she started on April 2 and will probably be coming to future

ADRC meetings.

April, July, Oct and January will be when financial reports will be presented – which will be after each quarter.

SUN REPORT: Cecile is at SUN's Appreciation Luncheon today at Hidden Valley Church in Dodgeville. Dan reported that Bill Grover is no longer on the County Board, so he will not be on the SUN Committee or the ADRC Board.

BENEFIT SPECIALISTS REPORTS:

ELDERLY BENEFIT SPECIALIST: Nancy Howard distributed the monthly report for the activities of the EBS's for the month of March. The EBS's are seeing fewer clients, but they are seeing more disability clients that do take a longer amount of time. And, some of the clients are being taken care of by the I & A's, which is right where they should be. Stacey is going to be doing a 'Walk with Ease' Training to become a trainer to work with individuals with arthritis, to help them become more mobile. The EBS's are holding a Medicare Presentation tomorrow the 19th at the HHSC at 1:30 p.m. Nancy explained the process according to the Older American's Act as to how and why they as EBS's work with the attorney's through GWAAR. This report is available on file in the ADRC Office.

DBS: Deb explained the relationship that attorney's play with DBS's. They do not supervise Deb, they are there for assistance, should she need them. Deb has asked them to represent several clients of hers that were very complex, otherwise they do not represent her clients unless they have been turned down by two other, outside attorneys. If anyone is having an issue with the direct depositing of social security checks, etc. please feel free to contact our office. She also discussed the pros and cons of Direct Express. It is a card that money is put onto it each month. The downfall is that you can't pay bills with it. She indicated that the government has been very good at uploading the cards so far. Deb said that the DBS's will be able to join the WAB's group – and that she will be able to attend the conference in June. A lot of the trainings are the same, so it should be beneficial, until such time that they may form their own group for DBS's. Deb's caseload has been lighter so she has been able to do some outreach and was able to go to court to assist a client with disabilities. This report is available on file in the ADRC Office.

I & A: Total new calls for the month of March were 130. We currently have 4 new people added to the waitlist. There were 3 people taken off of the waitlist due to declining services, death or moving out of the county. There were 13 functional screens completed in March. The completion of one functional screen can take up to 8 – 9 hrs. Rachel is currently teaching a class called "Living Well with Chronic Conditions". She is actually leaving from this meeting to go to Monroe to teach this class. It consists of exercise, dealing with minor pain, and, other issues that people with chronic conditions have to deal with. Rachel shared with the board that she will be leaving the ADRC Iowa County on the 27th of April. She said, when asked, if it was because of money, and she

said, partially. And the benefits also. She does enjoy where she is, but feels that this job is an opportunity that she just could not pass up. The board expressed that they were sorry to see her go.

OFFICE/TRANSPORTATION ASSISTANT REPORT: Laura distributed the Transportation Report for the month of March 2012. The number of units of service provided in March of 2012 was 561 compared to 661 in March of 2011. Donations were slightly higher though, \$326.86 in 2011 and \$548.50 in 2012. We did not have to cancel any trips during the month of March. We serviced 177 clients. Laura thanked Carol for her comment about the positive feedback from our new N's & V's. We are also hearing the same thing in our office. We also have several new and different people each week riding the Care A Van and also calling for D.E. The increase is definitely due to the larger distribution of the N & V's. Our callers have indicated so when asked where they heard about us. We have more Family Care calling, due to the cap being lifted and more rides from Social Services and Unified. The programs seem to be expanding without us actually doing anything different. We completed tax preparation through AARP – the 5 sessions – and serviced 120 people. Laura also discussed the Quick Wins from the OE group – such as the volunteer receptionists that are out in the center on Tues, Wed and Thurs. The various departments will send work out to the reception area to keep the volunteers busy and I have been told that they are so happy to have their assistance. The board asked about our bus trips to Epic Service Center.

MANAGER'S REPORT & TRAININGS:

Rebecca said that we are very sad to see Rachel leave. But, Rebecca has gotten the hiring process started already, so hopefully we won't lose too much time in replacing the position. For, the Walk with Ease Program, Valerie and Stacey will be going to training and we will have that program available in Iowa County within the next 6 months. The girls can come to one of the meetings and share this program with the board and hopefully all will spread the word. Valerie and Rebecca went to a Quality Improvement training and learned about ways to improve processes in the office, ways to make processes easier to the consumer, how can we have better outcomes, better services, etc. Rebecca wanted to share a letter from GWAAR regarding the Self Assessment that we completed, and we received a very positive response. Ron added that he talked to someone at GWAAR and they indicated that it was done very thoroughly and very well and that they were very pleased. We need to start preparing for the next Aging Plan. The current plan goes until the end of 2012. They are 3 yr. plans. One of the goals was to focus on the local needs of our county. Rebecca showed the survey that had been sent out in the past and felt that it was too long, and so she would like to focus on several questions. She asked the board to please complete the survey with several friends, family, and community groups, church groups, etc. that you may belong to. The survey will ask, Male/Female and age group, also Are you a Caregiver for an aging person or a person with a disability?, What are the three most important issues for older people in the Community, Have you used the Aging & Disability Resource Center (formerly the Commission on Aging)?, How did you learn about the Aging & Disability Resource Center? Also, a note that if you would like to be contacted by someone from the ADRC, to please leave a name and phone number.

Rebecca will be sending out packets to each member and asked that they please sit down brochures and business cards from our staff. Ron asked that each board member sit down with several people and complete this short survey. We would like to set a deadline by the end of May – our next Board Meeting. We're trying to keep it simple, just a simple conversation with people. Ron asked that each person realistically do two or three. And, fill one out yourself. We will also distribute from our office and it will also appear in the Newsletter.

ACTION ON FINANCIAL REPORT: The financial report was distributed earlier in the meeting, after Board review, Ron Benish asked if there were any questions about the Financial Report. Rosalie Zweifel made a motion to approve the March bills to be paid. Lorraine Fritsch seconded the motion. All members present were in favor.

FINAL THOUGHTS: NEXT MEETING: Our next meeting will be scheduled for Tuesday, May 22, 2012 at 1:00 p.m. at the HHSC.

There being no further business, Chairman Benish asked for a motion to adjourn. Rosalie Zweifel made the motion to adjourn, Lorraine Fritsch seconded the motion. All members present were in favor.

The meeting was adjourned at 11:30 a.m.

Respectfully submitted

Laura Crowley
ADRC Staff