



AGING & DISABILITY RESOURCE CENTER

ADRC BOARD MEETING MINUTES

July 24, 2012

1:00 P.M.

Health & Human Service Center – Conference Room 1001
303 W. Chapel St.
Dodgeville, WI

Chairman Ron Benish called meeting to order at 1:00 p.m.

ROLL CALL: Present: Ron Benish, Lorraine Drews, Lorraine Fristch, Dan Nankee, Marjorie Bomkamp, Millie Swedland, Rosalie Zweifel, Rose Ross, Marlene Stenner
Excused: Nona Chappell, MaryClaire Murphy, Margaret Peat, Carol Calhoun, Therese Hess. Also in Attendance: Rebecca Wetter, Tom Slaney, Laura Crowley, Stacey Graber, Valerie Hiltbrand, Cecile McManus, Jamie Gould.

INTRODUCTIONS: Jamie Gould was introduced to the ADRC Board. She is the Business Manager for the Department of Social Services, which would include the ADRC.

CERTIFICATION: Laura Crowley indicated that this 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 the July 24, 2012 meeting. Rosalie Zweifel seconded the motion. All members present were in favor.

MEETING MINUTES: Dan Nankee made a motion to approve the June meeting minutes. Marjorie Bomkamp seconded the motion. All members present were in favor.

REPORTS/COMMENTS FROM BOARD MEMBERS/AUDIENCE: Jamie Gould distributed the quarterly financial report of the Aging and Disability Resource Center to all members. She explained how to the members how to read the quarterly financial report. This is the 2nd quarter report. She discussed the various areas and accounts and the remaining balances (and percentage) of these accounts. Jamie will attend the October ADRC meeting to present the 3rd quarter financial report. Copies of this report are available in the ADRC office and also in the Business Manager's office in the Department of Social Services.

FINANCIAL REPORT: The Expense/Income Report for the month of June 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.

COUNTY AGENCY REPORT: There was no one present for this portion of the agenda.

SUN REPORT: Cecile McManus, the Director of the SUN Program gave the ADRC Board an update on the Program. She was happy to be in attendance today, she comes as often as she can, but is very busy with 13 sites and is dealing with several people out as a result of summer vacations. Cecile is working with a Dietary Intern one day a week until October. She told the board that they are making another push to sell the SUN Cookbook. They have quite a few left. The original price was \$12.00, but they are now available for \$5.00 each. Cecile indicated that they completed an audit with a private accounting firm. This would be a firm for non-profit organizations. One issue that needed some attention was the cash handling at the sites. Cecile was pleased to inform the Board that the counts are up by about 10% - up to what the numbers were in 2010. She is sure that it is due to N's & V's getting to a lot more people. Financially, the SUN program is doing okay due to the GWAAR prepayments. Cecile is doing some grant writing. Board member Dan Nankee indicated that he and his wife are going for a meal at a site once a week. Other members are encouraged to talk to folks in their area that might benefit from this service – either going to the site or home delivery.

BENEFIT SPECIALISTS REPORTS:

EBS: Stacey distributed the EBS June monthly report. Stacey noted that the numbers are up as far as new clients for the same time period last year, also for total cases opened during this month. Benefits gained this year were also up over last year. Donations are down due to a survey that had been sent out in the previous year's, not being sent out this year. Individuals sometimes would send a donation with the completed survey. Stacey stated that she did quite a few meal site visits in June. Nancy and Stacey attended the Annual WI Assoc. of Benefit Specialists Meeting in Green Bay on the 21st and 22nd of June. They also participated in a telephone conference for the Wisconsin Aging Network regarding advocacy and legislation, including SeniorCare, Logisticare and Family Care. Valerie and Stacey will be doing their first Walk with Ease on Tuesday August 14. They will be holding those meetings/presentations every Tues. and Thurs. for the next 6 weeks. Stacey also reminded all that our office does not do Homestead Taxes, but, that they hope to find someone to assist with those. This report is available on file in the ADRC Office

I & A: Valerie distributed the I & A monthly report, for the month of June. During the month of June there were 106 calls requesting information. She and Erin completed seven home visits, three of which were new. They completed three functional screens and added two people to the waiting list. There were four people taken off of the waiting list (three were referred to IRIS and one was enrolled into Family Care as a Nursing Home Relocation.) The total number of people on the waitlist is 53. She wanted to remind everyone that The Alzheimer's Walk is on Saturday, October 6th. This report is available on file in the ADRC Office.

OFFICE/TRANSPORTATION ASSISTANT REPORT: Laura distributed the Transportation Report for the month of June 2012. Laura made the following announcements: Since there were several interested Board members, the bus will be going to Epic Service Center again on September 28th; Laura will be conducting a D.E. training on the 26th of August (with speakers from the Health Dept. Law Enforcement and the Veteran's Office). Larry Lansing is the Instructor and we will be serving lunch; The 85.21 semi- annual report was completed and submitted; there are only a few Farm Market Vouchers left so if you know anyone that would qualify for those please have them call/stop by. Laura attended a SWTT Meeting and will be going to Green Bay for a DOT Transportation round table meeting in August. Our numbers are all up over same period of time last year. This will be the last report that you will see that will be reporting Medical Assistance units vs. Family Care units. Finally July will reflect apples to apples. We had two days cancelled in June due to the heat index and are working on a policy about going out when the heat index is high. This report is available on file in the ADRC Office.

MANAGER'S REPORT & TRAININGS: Regarding the hiring of a new DBS; interviews have taken place, there are three good candidates and an offer has been made. The start date will be August 6, 2012. Rebecca asked everyone if they had a chance to review the mailing that she had sent out regarding today's discussion about developing local goals for our Aging Plan. Last month the survey results were handed out to the Board for their review, 120 surveys were completed and submitted. Surveys were on line, in the N's & V's at meal sites, at the Balloon Fest and also available in our Office. Rebecca followed up with a letter summarizing the themes of those surveys to better prepare for today's meeting. The areas of concern for older individuals were: Transportation; Health Care, Medication and Insurance; Food and Nutrition; Sufficient income to meet growing expenses; Housing and maintenance of current homes; Social contact and interaction/Visits from family and friends; Safety, scams and identity theft. The Board discussed the results of the survey and the summary of those results. A Public Hearing will be held Wed., August 22, 2012 at the Dodgeville Senior Center from 11 a.m. – 12:00 noon. The notice in the local paper and the various postings will give the location, date, time and purpose, also make copies available for anyone to stop into our Office before the hearing or go onto the County's Website. The Board discussed ways to respond to the concerns listed and the following was suggested: develop a relationship with the hospital and Doctor's Offices, have legal and financial planning seminars, focus on marketing the agency (1/2 of the responders to the survey had not heard of us before). There followed discussion that agencies, etc. are not usually located until there is a need. The State is working on a new tag line for the ADRC, so we will receive advertisement from that also. Rebecca will bring a draft to the August meeting. Then it will go to the Health & Human Service Committee for comments and then onto the State.

2011 ANNUAL REPORT:

Rebecca distributed copies of the Annual Report for 2011 – She noted that this report is for 2011, showing the names and position titles as of the end of last year. The Board

reviewed the various programs , position descriptions, activities and the Statement of Operations for the year of 2011 for the Department of Social Services and for the ADRC.

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. Lorraine Fritsch made a motion to approve the June bills to be paid. Marlene Stenner seconded the motion. All members present were in favor.

FINAL THOUGHTS: NEXT MEETING: Our next meeting will be scheduled for Tuesday, August 28, 2012 at 1:00 p.m. at the HHSC in the Community Center

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

The meeting was adjourned at 2:30 p.m.

Respectfully submitted

Laura Crowley
ADRC Staff