



AGING & DISABILITY RESOURCE CENTER  
OF SW WI IOWA COUNTY  
ADRC BOARD  
MEETING MINUTES

October 23, 2012  
1:00 P.M.

Health & Human Service Center – Community Room  
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, Dan Nankee, Marjorie Bomkamp, Nona Chappell, MaryClaire Murphy, Margaret Peat, Mildred Swedland, Rose Ross, Carol Calhoun, Therese Hess, Marlene Stenner Excused: Rosalie Zweifel  
Also in Attendance: Rebecca Wetter, Laura Crowley, Erin Estabrook, Nancy Howard, Angela Sullivan and Tom Slaney.

**INTRODUCTIONS:** Angela Sullivan, our DBS was introduced to the ADRC Board for the first time.

**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 Drews made the motion to approve the Agenda for the October 23, 2012 meeting. Margaret Peat seconded the motion. All members present were in favor.

**MEETING MINUTES:** Rose Ross made the motion to approve the September 25<sup>th</sup> meeting minutes. MaryClaire Murphy seconded the motion. All members present were in favor.

**REPORTS/COMMENTS FROM BOARD MEMBERS/AUDIENCE:**

Rosalie Zweifel talked about the cardiac rehabilitation classes at Upland Hills and wanted to note how lucky we are to have these classes at our hospital.

**FINANCIAL REPORT:** The Expense/Income Report for the month of September 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, Director of the Department of Social Services was present to present the Quarterly Financial Report for the ADRC. The Expenditure Guideline for 1/1/2012 – 9/10/2012 was distributed to the Board. Also the Revenue Guideline for 1/1/2012 – 09/10/2012 was distributed to the Board. Tom discussed the various accounts, the remaining balance and what percentage of the budget was used for expenses thus far. He also went over the Revenue Guideline's remaining balances and what percentage we had

received thus far. Tom or Jamie Gould will again come before the ADRC Board in the month of January. Copies of these financial reports 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 was not able to be in attendance today. Dan Nankee discussed where things currently stand for the SUN Program. He discussed the various deliberations that are taking place between the counties and the boards and the amount of money being discussed that the SUN Program now needs. There is an increase in the number of people at the meal sites and it is felt that it is due to the increase in the distribution of the N's & V's.

### **BENEFIT SPECIALISTS REPORTS:**

**I & A:** Valerie distributed the I & A monthly report, for the month of August. She described to the Board what her job entails as an I & A Specialist. Many times they are the first contact at the ADRC. They answer questions and help direct them to where they need to go for assistance. They assist people in making their own decisions about different issues. August was a very busy month, many folks coming in. Rebecca talked about attending a meeting where another ADRC Manager commented that their I & A Specialists usually average 75-80 contacts per month. The total number of contacts for our I & A's during the month of August was 196. They completed 13 home visits, 7 of which were new. 10 functional screens were administered. There were 8 people added to the waitlist and 4 people were taken off the waitlist. There are a total of 56 people on the waitlist. There was 1 nursing home relocation, 2 people were enrolled in Family Care and 1 person was referred to IRIS. Valerie is on the Alzheimer's Walk Committee. The Walk is on October 6<sup>th</sup>. The Program, 'Walk with Ease' has ended. It began in August and went for 6 weeks – there were 19 participants. Another class will begin in the spring of 2013. Valerie reviewed all of the trainings and seminars that she and Erin attended during the month of August. Valerie discussed Family Care and IRIS. Family Care is a needs based program with a nurse and case manager. They would work out the financial part for the client. IRIS is self-directed. Individuals are given a budget and they make their own decisions about who they are going to hire, what agencies will be coming into their homes, etc. This report is available and on file in the ADRC Office.

**EBS:** Stacey Graber distributed the Elder Benefit Specialist monthly report for the month of August. She described to the Board what Elder Benefit Specialists do in our ADRC for the elder population of our County. There were 78 information only calls vs. 39 for the same period of time last year. There were 10 new clients this month and the total number of unduplicated clients this year is 175. There were 23 cases opened this month and 55 closed. She briefly discussed the "Walk with Ease" program and distributed the evaluation sheets that they received from the participants and a Summary Survey Participant Evaluation Form. The evaluation forms were all very favorable. The participants felt that they got a lot out of the classes. The next 'Walk with Ease' class

will begin in the spring of 2013. Open enrollment for Medicare begins on October 15th through December 7<sup>th</sup>. Stacey further discussed the various trainings that she and Nancy attended in August. This report is available on file in the ADRC Office.

**OFFICE/TRANSPORTATION ASSISTANT REPORT:** Laura distributed the Transportation Report for the month of August 2012. Our D.E. units are up over last year and also the fees collected. The Care A Van units are a little less than last year, but the donations collected are considerably higher. Even though we had slightly fewer units than last year, we served more clients. We had both of our buses inspected by the State, which is required of 5310 vehicles. Both buses passed inspection. Rose did a very good job complying with the inspection and the State Patrolman. Laura discussed various outings that we went on during the month of August and September and the ones that we are looking forward to in October and November. This report is available on file in the ADRC Office.

**MANAGER'S REPORT & TRAININGS:** Rebecca discussed the preparations that are being made for the Plan and Prepare Event on Thursday, September 27<sup>th</sup>. There are a few volunteers still needed to both welcome and hand out gift bags and possibly also to help out with the CarFit Program from AARP. Rebecca also discussed the possibility of recruiting volunteers to teach the 'Walk with Ease' class for next spring. It was very rewarding for Valerie and Stacey to oversee the 1<sup>st</sup> class, but it is a big time commitment and they really could use that time to work in their area's – I & A and Elder Benefit Specialist. So, if anyone would be interested in going to the one day training and become certified to teach this class, please let us know. Our ADRC phone now on every page of the N's and V's Newsletter. Also a notation on the front of the Advisor that says that N's & V's is in this issue. So hopefully this will assist our clients with finding us and the monthly newsletter. Rebecca thanked the Board for working with us with all of the transition that has gone on over the past year. The Stepping On program has started and is for clients that have balance or falling issues. Rita Stanton and Janet Butteris will be leading this program.

November 15<sup>th</sup> is a Caregiver Renewal Day and will be held in Platteville at the new bank – 1<sup>st</sup> National Bank of Platteville. Rebecca will have more information available at our October meeting.

**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. Margaret Peat made a motion to approve the September bills to be paid. Millie Swedlund seconded the motion. All members present were in favor.

**FINAL THOUGHTS: NEXT MEETING:** Our next meeting will be scheduled for Tuesday, November 27, 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. Lorraine Fritsch made the motion to adjourn, Marlene Stenner seconded the motion. All

members present were in favor.

**The meeting was adjourned at 2:25 p.m.**

Respectfully submitted

Laura Crowley  
ADRC Staff

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