

AGING & DISABILITY RESOURCE CENTER
ADRC BOARD
MEETING MINUTES
JULY 26, 2011
HEALTH & HUMAN SERVICE CENTER
330 W. CHAPEL ST. - DODGEVILLE, WI

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

ROLL CALL: Present: Ron Benish, Carol Brown, Lorraine Drews, Lorraine Fristch, Dan Nankee, William Grover, MaryClaire Murphy, Margaret Peat, Geri Peterson, Mildred Swedlund, Rosalie Zweifel Absent: None Excused: None
Also in Attendance: Nona Chappel, Deb Ehr, Alvina Sturz, Rachel Dischler, Darin Smith, Rebecca Wetter, Tom Slaney, Laura Crowley. Judy Lindholm

CERTIFICATION: Laura Crowley indicated that the meeting was certified in posting, and faxed to newspaper and radio

AGENDA: Lorraine Drews made the motion to approve the Agenda for July 26, 2011. Millie Swedlund seconded the motion. All present were in favor.

MEETING MINUTES: William Grover indicated that he should be listed as 'Excused, not, "not present". Mary Claire Murphy should also be listed as "Excused" and not, "not present". With those changes, the motion was made by William Grover to approve the meeting minutes of the June 28th, 2011 Board Meeting. Lorraine Drews seconded the motion. All present were in favor.

REPORTS/COMMENTS FROM BOARD MEMBERS/AUDIENCE: Rosalie Zweifel reported that tomorrow (July 27) 11:30 sign up for steak dinner - Hidden Valley, Thursday 5:00, Historic Society Ice Cream Social, August 16th AARP, Bingo and The Best Vacation You Have Ever Had, which is a discussion about trips that have been taken, August 27th is SHARE - The Big Value, the cost has gone up \$5.00 - for \$34.00 you are able to receive about \$50.00 worth of groceries.

Ron Benish discussed that, according to the By-Laws of the ADRC that, "The ADRC Board shall consist of at least 9 (but no more than 15 members). At least 51% of the members shall be 60 years of age or older. No more than three members shall be elected county officials. Between the ADRC Board and ADRC Advisor Committee there will be at least one consumer, family member, guardian or advocate representing adults with physical disabilities, one representing adults with developmental disabilities and one representing adults with either a mental health or a substance abuse issue". A list was passed around to members with their names and a space next to their names to indicate which area they represented.

FINANCIAL REPORT: The Vouchers for the month of June were distributed, the Expenses for the month of June were \$32,728.19, Income for the month of June was

\$88,871.89. Tom distributed a Revenue and an Expenditure Statement for the Board's review. Tom explained that the Income was 85.21 monies (used for the Care A Van and Driver Escort Programs) and was received from the WISDOT.

To date, we have received 50% of the monies that we are going to receive. We are currently 11% under our spending for the year, we have spent 39% thus far.

The Board will address the Financial Report later in the meeting.

COUNTY AGENCY REPORTS: Darin Smith spoke on behalf of the Department of Social Services. No real major changes, a lot of things in flux due to the Biennial Budget Bill that was signed in late June, which will be going into effect next year. The original thought was that Income Maintenance, Economic Support was going to be taken away from the Counties and run those programs at a central location, they have elected not to do that. The Counties should join consortiums and work through it in that way and try to have cost savings through that process. They have to be done and in effect by January 1, 2012. So we only have about 6 months to have that in place. It has proven to be a difficult process and the amount of dollars have been cut by 1/3.

It is going to change the way that Income Maintenance is done in the county. Caseloads will be increased and services will go down, and we will be trying to work through that transition. It is budget time in the County and they are looking for a 3% reduction.

SUN REPORT: Cecile is not able to attend this meeting and passed on a report to be read by Rebecca. It will be read under the Manager's Report later on the agenda. Dan Nankee stated that there was a concern from Lafayette Co., regarding Logisticare, he thought that possibly there was also a concern from Iowa Co. Laura stated that Rebecca had them set up a folder on our computers to log complaints that are received in the office. We have received several calls of complaints. Three of our drivers are driving for Logisticare, they are driving for us also. Geri discussed an incident that happened that day about one of our riders that was supposed to be picked up at 12:00 noon, but they were there at 11:30, and her appointment was at 1:00, so the Logisticare driver left. *As it turned out, the client called Logisticare and another driver was sent out and the client made it to her appointment.* Rebecca talked about what she has heard on a statewide basis about missed appointments, and clients having to wait for hours after their appointments.

ELDERLY BENEFIT SPECIALIST: Alvina passed out their monthly report and a copy of the Voter ID Survey. She also told the group that she had taken the bus to Madison with the Low Vision Group. The EBS numbers are down but the dollars are up. The EBS Report for the month of June is available in the ADRC office.

I & A SPECIALISTS: Rachel distributed their monthly report. Their numbers were up (as far as number of people taken off of the waitlist (8), number of new people added to the waitlist (5) and number of functional screens completed (14) because it was the last push before the Managed Care Cap was placed. The cap was placed as of July 1. Going forward the only way someone can be placed in those programs is through attrition, moving out of the County, voluntarily taking them selves off of the list or passing away.

With the regional waitlist model the average out due to attrition is only a month. We

already have one. There is an addendum for urgent service. What happens is that a spot is borrowed from the State and paid back when an opening occurs. With the decrease in Family Care enrollment, we noticed a decrease in calls to the agency. To offset, Leslie & Rachel are working on an increase in outreach, to hospitals, pharmacies, schools. Rachel asked the Board if they had any suggestions as to places to go to do outreach. The I & A monthly report for the month of June is available in the ADRC office.

DISABILITY SPECIALIST REPORT: Deb distributed her report for the month of June. She indicated that she is very busy, she and Grant County are covering for Lafayette County because the DBS had a baby. Then, she and Grant Co. will be covering for Green County in August because the DBS is going to have surgery for about 3 -4 weeks. The additional calls for the other County are not in the report. Deb will be attending a ADA training. She is beginning to see more clients in the 40 - 49 year age range. She feels that it may have to do with unemployment. She discussed the breakdown and also the monetary impact of cases closed. Darin had a question as to how other Counties handle clients applying for disability benefits, as to whether they go and apply and if they are turned down then they go to the DBS to act as an advocate for them. From the 8 counties that Deb knows of, Sauk County has been doing the, client go apply themselves first, because they were way overwhelmed. Since then they have hired someone. Some of the counties have taken it upon themselves to make that decision. That would seem to be a difficult decision to make. Deb has found that some of her clients that have applied and received benefits would then come to her and she would have to spend quite a bit of time and go back and look over their situation. The DBS monthly report for the month of June is available in the ADRC office.

TRANSPORTATION COORDINATOR'S REPORT: As there are a number of items later on the agenda pertaining to office/board, I will only talk about the transportation report for June. 2010 vs. 2011 for Driver's Escort is lower for the month because we have slightly altered our due date for drivers to turn in their mileage. Also because of Logisticare and MA clients having to now call them for a ride. We now have a contract with Family Care so we have new client appointments being called in by their case managers. As far as the Care A Van is concerned, we are moving right along – slightly lower than last year at this time. We did have extremely hot weather for awhile and folks were hesitant to leave their homes, so that would account for a slightly lower number. Thus, our donations are down, which seems to be fairly consistent these days/months. We are trying to up the number of senior trips because there seems to be a real interest in going to places that they might not drive to themselves. We continue to do our in town days and Platteville/Richland Center our Thrift Shopping day and our monthly casino trip. The Transportation Report for the month of June is available in the ADRC office. Laura indicated that she would also be doing Driver Escort in addition to the Care A Van and that it is really a good fit. Laura is trying to use the bus to transport clients to their medical appointments, as often as possible. We have four drivers that were thinking about leaving or cutting back for sometime now, but Laura had conversations with all of them and is happy to report that they are back and wanting to drive, so we definitely do not have a shortage of drivers. We have received applications for several new drivers.

MANAGER'S REPORT AND TRAININGS: Appointment to the ADRC Board. Nona Chappell, Therese Hess and Rose Ross are interested in becoming a part of the board. Nona and Therese were in attendance last month. Nona is present today. Ron asked Nona which group she felt that she was representing. Looking at the list that was passed around, it appears that only a few answered which group they felt they could represent, not where they are from (the area that they are representing). So, the list will be passed around again next month. Judy described what she felt that our bylaws meant. She felt that this area was a murky water situation. She indicated that at first she thought that the members of our local Board should represent each of those groups. But, because we are part of a consortium, Judy was not aware that the individual counties had to meet those requirements, that as a whole those requirements must be met. Ron Benish read the paragraph pertaining to the dual issues/ location and representation of the various groups, physically disabled, etc., to explain why we are doing what we are doing (passing list around). Darin said that if the ADRC Board that is noted in Section 2 Memberships is the Board that Ron sits on, then it would be true that our local board would not have to have representation of those various groups. But, Judy indicated that it meant our local ADRC, so it would be necessary for representation of the various groups from our ADRC Board. So, we will move forward to ensure that these requirements are being met.

APPOINTMENT OF NEW BOARD MEMBER: Geri Peterson made a motion to accept Nona Chappel as a new board member, from the Mineral Point area. Lorraine Fritsch seconded the motion. All present were in favor. An application will be given to Nona after the meeting for completion (for the record). Ron continued with an application that was given to him that had been filled out last September and is just coming to us now. This applicant had completed a county application (on the county's website) and was interviewed at several different levels. That application and process would be for someone wanting to volunteer for a committee – of the county board, Ethics Committee, etc. not our Board. So, Ron assured her that she did not have to go through this process again to possibly be on our Board. Laura will contact her tomorrow and invite her to our next Board meeting. That being said, everyone welcomed Nona to our ADRC Board.

SUN: Rebecca read the report from SUN, Cecile was at a meeting in Steven's Point and was not able to be at today's meeting. She stated that Avoca is going well, they are delivering three days a week from Muscoda. They are very nice people to deal with. They do have one new person from Avoca. All of the sites, except Rewey, Linden and Avoca will be having a cook out on Wednesday, you can still call and get a meal. The new van is paid for completely. A new logo is being developed. This is the van that is being used for Lafayette County. Still in need of drivers for the Dodgeville site, and for someone to deliver groceries to the cooking sites. The nutrition assessment by GWAAR will be conducted on August 23rd by Michael Glasglow, and they are working hard to get ready for that.

August 10th, Social Services, ADRC, SUN and LEEPS will be holding a Volunteer Fair. It has been advertised in the newspaper, on the community board and dropped off at various locations. We have already received phone calls from folks that are interested in the various programs.

NEWSLETTER: News & Views. Rebecca explained that she had been asked by the SUN Board to check into comparing costs as to having our newsletter produced internally vs. having it done externally. Lafayette County has the Shopping News produce their newsletter. We have gotten some prices together and they are being distributed to you. Also, Marilee who was the ADRC Receptionist has resigned and we are looking at changing some of the new hires job responsibilities to make that position more efficient for the ADRC office. We are moving some of the more 'program responsibilities' to Laura. In outsourcing the newsletter it would help with the additional workload that Laura will be assuming. The documents being distributed are #1 an estimate from the Shopping News to produce a monthly newsletter. Also copies of the Lafayette Newsletter and the Grant County Newsletter which the Shopping News produces. One of the benefits to looking into having the Shopping News produce our newsletter is the number of people that it will reach. We currently have a mailing list of 1,600, and those are individuals that have had contact with us, been through our door. The Shopping News would be distributing approximately 8,000 copies per month. The Shopping News can be delivered to everyone in the county. So that anyone in the County that needs or knows of someone that needs services would now be receiving a monthly newsletter. The cost per copy for us to produce is .69 per copy to produce and deliver and for the Shopping News to produce and distribute is .19 per copy. That is a 72% savings. It would have all of the same articles that we currently have. If you look at the Grant and Lafayette County newsletters they have a lot of advertisement, we have opted to not have advertisement. Donations could still be received in our office for the newsletter, because we still have a cost. We can request additional copies of the newsletter for our office, for us to do with whatever we would choose. A copy of our newsletter will also be available on their website. We would have a link on our website. Grant county's newsletter comes out every other month, but we would like to continue distribution on a monthly basis. Millie stated that it would reach many more people. Ron Benish asked if there were any questions. Judy Lindholm's comment was that the ADRC, COA had been very proud of the fact that we had not gone with the Shopping News and thus had no say in the advertising that would appear within our newsletter. But since we are not going to have advertising that would be a good thing, being in color is good, having the ability to have pictures is a positive thing. She questioned the amount of staff time that it is going to save. Not having to do the proofing would be a time savings. Her concern was that we would be sending it to people that really would not make use of it, rather than our targeted group. Darin discussed that people will become accustomed to looking for their Shopping News and pick out those parts of the newspaper that they want to read and retain. One member indicated that she had not gotten the last one, and also a member indicated that they do not get it out in the country. Rebecca indicated that they need to either have a receptacle or a hook on their mailbox to hang it. Also, if you are not getting it, a call could be placed to the Shopping News. The Shopping News is delivered by individuals. There was also some discussion about which issue our News & Views it would appear in. Rebecca discussed that we would do a lead into the change. We would send out some postcards in advance announcing the change and announce it in the N & V's for how many ever months in advance. Judy suggested putting some thing in place to measure the success of the change. Possibly try for three months. Ron added

comments regarding the usage of our copy machine. Also he spoke about how SUN is looking for more people to come to the meal sites. Ron was unsure of which way to look at this. He called Grant Co, and Lafayette Co. and they said that it took a little while for traction to take place, but that it is working. Darin added that our by laws talk about “reaching the vast majority” in Article II Purpose and reaching 8,000 in Iowa County vs. 1,600 would certainly meet that intent. Also Rachel talks about increasing outreach, this certainly would be one way. And, possibly the Avoca site might not have needed to be closed if there had been several other diners. Ron stated that the Shopping News will also mail copies to individuals, it would cost a first class mailing, but Grant County felt that the most important thing was to get it to as many people as possible. The articles that go into the newsletter will still be our articles. The reason that the articles are hard to find is because of the advertising. We are not going to have advertising in the newsletter. Judy talked about turn around time. Darin said that he spoke to Cecile about that. Judy also talked about the benefits of having an electronic version of the Shopping News. Ron asked what the board would like to do, they have the information and have had their questions answered, you have the cost and the number of persons that would be reached. Ron said that before you is the question you must answer today or possibly table. Rosalie made a motion to table the issue and go and ask a half dozen of your friends what they think. Carol Brown seconded the motion. Ron wanted to make note, that any change is hard, but the thing that we should be reminded of is 1,600 vs. 8,000. Dan wanted to make sure that the additional cost would not be a problem. Rebecca discussed that approx. \$71,000 was not used of last year’s ADRC funds, and that this would be an appropriate way of spending these funds. This is not so much a way of saving money, but a way of reaching more people. A lot of things to think about until next time. In favor: Ron Benish, Carol Brown, Lorraine Drews, Lorraine Fristch, Dan Nankee, MaryClaire Murphy, Geri Peterson, Mildred Swedlund, Rosalie Zweifel. Opposed: William Grover.

The receptionist position in the ADRC is currently an LTE, who is fitting in very well, who everyone seems to like. The position is going to be filled on a permanent basis. Darin and Rebecca are interviewing an intern that will be assisting in the ADRC.

FINANCIAL REPORT: The vouchers have gone around. Lorraine Drews made a motion to approve bill payment as presented. Geri Peterson seconded the motion. All were in favor.

NEXT MEETING: August 23, 2011 @ 1:00 at the Health & Human Service Center.

There being no further business. Geri Peterson made the motion to adjourn. Rosalie Zweifel seconded the motion. Meeting Adjourned at 3:00 p.m.