

## Minutes



### **ADRC Executive Committee Meeting**

**Monday, April 14, 2025 @ 1:00 PM**  
**Shawano County Department of Human Services**  
**W7327 Anderson Ave, Shawano WI 54166**  
**Building A, Room 115**

#### **Members Present:**

Richard Kane - Director Shawano County Human Services, Ray Creapeau designee for - Stockbridge-Munsee Aging and Disability Services Area Manager, Scott Shackelford - Director Oconto County Health and Human Services, Jon Christensen designee for - Director Menominee County Human Services

#### **Members Absent:**

#### **Others Present:**

Kim Wolfmeyer - ADRC Director, Beth Klarner - Information and Assistance Specialist, Rachel Koeppen - Information and Assistance Specialist, Kristine Tuma - Fiscal Support Specialist

#### **1. Call meeting to order.**

Called to order at 1:01 pm by Chairperson Kane.

#### **2. Approve minutes from previous meeting.**

Motion made by Shackelford, second by Christensen, to approve the February 10, 2025 minutes. All aye. Motion carried.

#### **3. Motion to deviate from the order of the agenda, if necessary.**

No action was taken to deviate from the posted agenda.

#### **4. Introduction of new ADRC staff member.**

The ADRC has recently hired 2 Information and Assistance Specialists. Beth Klarner started with the ADRC in March and Rachel Koeppen's first day with the ADRC is today. Both employees will be primarily working out of the Shawano office location.

It was noted that Beth and Rachel left the meeting at 1:03 pm.

#### **5. Approval of accounts payable for the ADRC of the Wolf River Region.**

Motion made by Christensen, second by Creapeau, to approve the bills and vouchers as presented. All aye. Motion carried.

## **6. ADRC regional updates.**

Lieutenant Governor Sara Rodriguez will be coming to the Shawano ADRC office location on April 15 to tour the facility. She will also be assisting with some home delivered meal deliveries.

The Menominee Tribal Aging and Disability Specialist position is currently vacant. ADRC staff will be assisting clients and picking up any open cases during this vacancy.

The Social Security Administration is now requiring proof of identification for some tasks, including if individuals want to change their direct deposit information. Individuals can do this by creating an online My Social Security Account or by scheduling an appointment at a Social Security office location.

## **7. Information & Assistance Specialist Report.**

Based on the data that is currently available in the PeerPlace system, I&A staff have had contact with 314 clients.

## **8. Benefit Specialists Reports.**

Based on the data that is currently available in the PeerPlace system, the Disability Benefit Specialists have 44 cases.

The ADRC has hired an Elder Benefit Specialist (EBS) to assist individuals living in Shawano County. This position will start at the beginning of May.

The current EBS worker at the ADRC is assisting individuals within all counties of the region. This worker has 53 cases. Common services provided include information on Medicare, retirement benefits, and doing outreach at local meal sites.

The Dementia Care Specialist is offering multiple educational trainings and caregiver programs. Currently, the programs being offered include Dementia Live, caregiver support groups, and memory cafes. ADRC staff will also be attending the Dementia Awareness event in Bowler that is being hosted by the Stockbridge-Munsee Community.

## **9. Aging and Disability Resource Center Status Report.**

The State created a transition planning booklet that goes over ways an individuals can prepare for the transition from youth services to adult programs. This book is now available in 9 different languages.

The ADRC is in the process of completing the 2025 NIATx project, which is focusing on increasing the number of individuals who contact the ADRC regarding youth in transition services.

Menominee Public Transit is providing transportation to individuals in need of a ride to a Social Security Office location.

The State is in the middle of their marketing and outreach campaign. There are billboards in the area advertising ADRC services.

**10. Committee member comments or new business to be considered at a future meeting.**

None.

**11. Set next meeting date.**

The next tentative ADRC Executive Committee meeting will be held on Monday, June 9, 2025 at 1:00 pm.

**12. Adjournment.**

Motion to adjourn the meeting made by Shackelford. Second by Christensen. All aye. Kane adjourned the meeting at 1:28 pm.

Recorded by: Kristine Tuma, Fiscal Support Specialist