

Minutes



ADRC Executive Committee Meeting

Monday, December 11, 2023 @ 1:00 PM
Shawano County Department of Human Services
W7327 Anderson Ave, Shawano WI 54166
Building A, Room 115

Members Present: Stephanie Bowman - Stockbridge-Munsee Aging and Disability Services Area Manager, Richard Kane - Director Shawano County Human Services, Scott Shackelford - Director Oconto County Health and Human Services, Shannon Wilber - Director Menominee County Human Services

Members Absent:

Others Present: Grant Staszak - ADRC Governing Board Chairperson, Kim Wolfmeyer - ADRC Director, 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 Wilber, to approve the October 9, 2023 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. Approval of accounts payable for the ADRC of the Wolf River Region.

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

5. It is anticipated that a motion will be made and seconded to go into closed session pursuant to Section 19.85(1)(c), Wis. Stats., to discuss budget and personnel of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Motion made by Shackelford, seconded by Wilber, for the ADRC Executive Committee to go into closed session pursuant to Section 19.85(1)(c), Wis. Stats. Roll call vote: Kane, aye; Shackelford, aye; Wilber, aye; Bowman, aye.

6. It is anticipated that a motion will be made and seconded to come out of closed session, and to take action as needed on closed session item, and continue with the agenda.

Motion made by Shackelford, seconded by Wilber, for the ADRC Executive Committee to come out of closed session. Roll call vote: Kane, aye; Shackelford, aye; Wilber, aye; Bowman, aye.

After closed session, Wilber motioned to approve the Supervisory Evaluation of the ADRC Director as presented. Second by Shackelford. All aye. Motion carried.

7. Funding reallocation for 2024 - 2027.

The State has created a funding reallocation formula that they are utilizing to determine grant agreement amounts for ADRCs in Wisconsin for the 2024-2027 contract periods. The ADRC of the Wolf River Region is expected to receive a small increase in their contract for 2024. This will be the first contract increase since the ADRC opened in 2012. Signed grant agreement contracts from the State have not been received as of yet.

8. Discussion and possible approval of the Medicare Improvements for Patients and Providers Act (MIPPA) Grant Agreement with the State of Wisconsin Department of Health Services for 09/01/2023 - 08/31/2024.

The ADRC has received the Medicare Improvements for Patients and Providers Act (MIPPA) Grant Agreement with the State of Wisconsin Department of Health Services for the time frame of 09/01/2023 - 08/31/2024. After discussion, motion made by Shackelford to approve this contract. Second by Bowman. All aye. Motion carried.

9. Discussion and possible approval of ADRC Governing Board per diem.

The current ADRC Governing Board per diem is \$65 per meeting. Motion made by Shackelford to increase the per diem rate of \$65 to \$70 beginning January 1, 2024. ADRC Governing Board members also receive mileage reimbursement at the IRS State rate. Second by Wilber. All aye. Motion carried.

10. SAMS Report - Information & Assistance.

The ADRC Director presented information regarding customers served by ADRC staff. In the month of November 2023, Information and Assistance Specialist (I&A) staff members worked with customers on topics including long-term care options, in-home services, housing/rental assistance, and Medicaid.

11. Benefit Specialists Reports.

The ADRC Director presented information regarding the number of contacts the Disability Benefits Specialists (DBS) had in the month of November 2023. The DBS workers had 149 open cases. The most common assistance provided is assistance with the Social Security Disability application process and understanding healthcare benefits.

The Elder Benefit Specialist (EBS) had 70 open cases in the month of November 2023. The most common assistance provided included assistance with disability applications, health insurance benefits, income benefits, and Medicare information. The Medicare open enrollment period went from Oct 15 - Dec 7, 2023. During open enrollment, the EBS worker assisted 316 individuals with Medicare plans.

The Dementia Care Specialist is offering multiple educational trainings and caregiver programs. Currently, the programs being offered include the caregiver support group, memory cafes, and monthly Alzheimer educational classes. The Shawano caregiver support group that takes place the 4th Wednesday of each month has moved its meeting location to Beans and Books Coffee Shop on Main Street in Shawano. Meetings will still take place at 1:00 pm.

The ADRC currently has a vacancy for a Dementia Care Specialist. This position has been posted and interviews are being scheduled.

12. Aging and Disability Resource Center Status Report.

None.

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

Shackelford commented that the lease agreement for the ADRC office in Oconto Falls will be going to the Oconto County Board next week for final approval. Shackelford also noted that Oconto County is creating office space in the Town of Riverview. Once this building project is complete, the ADRC is welcome to utilize the space to meet with customers and hold events.

Wilber noted that the Shawano/Menominee County Public Health Hazard Committee meets monthly and that one of the topics that they will be discussing in the future is housing. Wilber commented that she will have the ADRC invited to attend these meeting and be included in the discussion. Wilber also noted that The Circle House in Neopit is another location where ADRC staff can meet with customers and hold events.

14. Set next meeting date.

The next tentative ADRC Executive Committee meeting will be held on Monday, February 12, 2024 at 1:00 pm.

15. Adjournment.

Motion to adjourn the meeting made by Wilber. Second by Shackelford. All aye. Kane adjourned the meeting at 1:44 pm.

Recorded by: Kristine Tuma, Fiscal Support Specialist