

Minutes



ADRC Executive Committee Meeting

Monday, December 13, 2021 @ 1:00 PM
Shawano County Department of Human Services
Building A, Room 115
W7327 Anderson Ave, Shawano WI 54166

Members Present: Richard Kane - Director Shawano County Human Services, Mike Reimer - Director Oconto County Health and Human Services, Bonnie Retzlaff designee for - Director Menominee County Human Services, Stacey Schinko - Aging and Disability Services Area Manager

Members Absent:

Others Present: Kim Wolfmeyer - ADRC Director, Raemy Parent - Information & Assistance Specialist, Kristine Tuma - Fiscal Support Specialist

1. Call meeting to order.

Called to order at 1:04 pm by Chairperson Kane.

2. Approve minutes from previous meeting.

Motion made by Retzlaff, second by Schinko, to approve the October 11, 2021 minutes. All aye. Motion carried.

It was noted that Reimer joined the meeting at 1:05 pm.

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 staff.

Raemy Parent is the newly hired Information and Assistance Specialist working out of both the Oconto Falls and Shawano office locations. Raemy has previous experience working for Winnebago County.

It was noted that Raemy left the meeting at 1:06 pm.

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

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

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

The current ADRC Governing Board per diem is \$60 per meeting. Motion made by Reimer to increase the per diem rate of \$60 to \$65 beginning in 2022 for all of the hard work done by the ADRC Governing Board members. ADRC Governing Board members will still get the mileage reimbursement at the IRS State rate. Second by Retzlaff. All aye. Motion carried.

7. Appreciation and thank you for all that Mike Reimer has done for the ADRC.

The ADRC thanked Mike Reimer for all of the support and dedication he provided the ADRC since the very beginning stages of the agency forming. Mike has been a strong leader and advocate for this agency.

8. 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 Reimer, seconded by Retzlaff, for the ADRC Executive Committee to go into closed session pursuant to Section 19.85(1)(c), Wis. Stats. Roll call vote: Kane, aye; Reimer, aye; Retzlaff, aye; Schinko, aye.

9. 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 Schinko, seconded by Reimer, for the ADRC Executive Committee to come out of closed session. Roll call vote: Kane, aye; Reimer, aye; Retzlaff, aye; Schinko, aye.

After closed session, Reimer motioned to approve the Supervisory Evaluation of the ADRC Director as presented. Second by Schinko. 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 2021, Information & Assistance Specialist (I&A) staff members had 907 contacts with persons or organizations in our service area. Common topics discussed included home services, housing, long term care public benefits, and other financial related needs.

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 2021. The DBS workers had 128 open cases. The most common assistance provided is assistance with the Social Security Disability application process and understanding benefits.

The Elder Benefit Specialist had 87 open cases in November 2021. The most common assistance provided included assistance with disability applications, health insurance benefits, income benefits, and Medicare information.

12. Aging and Disability Resource Center Status Report.

Amy Steffens and Raemy Parent are both newly hired I&A staff members with the ADRC.

The ADRC Dementia Care Specialist (DCS) is offering the Savvy Caregiver program beginning in January 2022, along with a book club that will meet in January, February and March of 2022. The DCS is also putting together a newsletter of upcoming events and information regarding Alzheimer's disease that will be printed quarterly.

The 2022 contracts with the State of Wisconsin have not been received as of yet.

All ADRC I&A staff members will be certified with the Alliance of Information and Referral Systems (AIRS).

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

None.

14. Set next meeting date.

The next tentative ADRC Executive Committee meeting will be held on Monday, February 14, 2022 at 1:00 pm. The tentative meeting place is at Shawano County Human Services.

15. Adjournment.

Motion to adjourn the meeting made by Reimer. Second by Schinko. All aye. Kane adjourned the meeting at 2:00 pm.

Recorded by: Kristine Tuma, Fiscal Support Specialist