

## Minutes



### **ADRC Governing Board Meeting**

**Tuesday, December 14, 2021 @ 1:00 PM**  
**Shawano County Department of Human Services**  
**Building A, Room 115**  
**W7327 Anderson Ave, Shawano WI 54166**

**Members Present:** Richard Ferfecki, James Lowey, Carolie Miller, Forrest Perez, Joe Stellato, Terrie Terrio, Lynnae Zahringer

**Members Absent:** Kathy Gohr, Stephanie Holman, Leslie Peters

**Others Present:** Kim Wolfmeyer - ADRC Director, Raemy Parent - Information & Assistance Specialist, Amy Steffens - Information & Assistance Specialist, Shandel Van Hulle - Information & Assistance Specialist, Mary Woepse - ADRC Supervisor, Kristine Tuma - Fiscal Support Specialist

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

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

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

Motion made by Lowey, second by Zahringer, to approve the September 14, 2021 minutes. All aye. Motion carried.

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

Motion made by Ferfecki to deviate from agenda if necessary. Second by Miller. All aye. Motion carried.

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

Raemy Parent is a 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.

Amy Steffens is a newly hired Information and Assistance Specialist working out of both the Oconto Falls and Shawano office locations. Amy has previous experience working in the community living field and also occupational therapy.

Mary Woepse is the newly hired ADRC Supervisor. She was previously Information and Assistance Specialist in Oconto County. Mary started this role on November 8, 2021.

It was noted that Amy Steffens and Raemy Parent left the meeting at 1:04 pm.

#### **5. Enrollment Counseling State Workgroup.**

Shandel Van Hulle is an Information and Assistance Specialist working out of the Oconto County office and is also part of a State created enrollment workgroup. This group consists of representatives from multiple ADRCs and ADRC Regional Quality Specialists. Shandel spoke to the

Board about what projects the work group is involved with and how this will benefit all ADRCs with enrollment and disenrollment appointments with customers.

It was noted that Shandel Van Hulle left the meeting at 1:10 pm.

**6. Discussion on unmet needs.**

There was a discussion regarding unmet needs in the community. Common topics that were brought up included social isolation, transportation for shopping trips, housing, and difficulty finding in-home care workers. Perez also noted that snow removal was an issue for many people. Stellato suggested that sending a letter to the Legislature would be a way to help address these needs in the community. Stellato and the ADRC Director plan to meet in the next few weeks to draft a letter regarding these issues and send it to the Legislature.

**7. Review and possible approval of ADRC By-Laws.**

The ADRC Director spoke about the ADRC By-Laws and the changes that have been made based on the 2022 ADRC contract. Motion made by Miller to approve the updated ADRC By-Laws. Second by Zahringer. All aye. Motion carried.

**8. Discussion regarding Governing Board per diem for 2022.**

At the recent ADRC Executive Committee meeting, a motion was made and approved to increase the ADRC Governing Board per diem from \$60 to \$65 per meeting beginning in 2022. Governing Board members will also receive mileage reimbursement at the IRS rate.

**9. Aging and Disability Resource Center status report.**

The ADRC 2022 grant contracts have not been received as of yet.

The State has created a new system for processing nursing home relocation referrals for individuals who are at a nursing home facility and wish to return to their home or other living setting. This new system is intended to streamline the referral process.

New ADRC staff are currently being trained and all I&A staff members will be AIRS (Alliance of Information and Referral Systems) Certified within the next few weeks.

The ADRC will be hiring an additional Dementia Care Specialist in 2022.

Mike Reimer is the acting Director of the Oconto County Department of Human Services. Mike will be retiring in January of 2022. The ADRC is thankful 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.

**10. Per diem and mileage approval for today's meeting.**

Motion made by Lowey, second by Perez, to approve the per diem and mileage for the December 14, 2021 Governing Board meeting. All aye. Motion carried.

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

The letter that will be created and sent to the Legislature will be brought to the Board. Information regarding Alzheimer's disease.

**12. Set next meeting date.**

The next tentative ADRC Governing Board meeting will be held on Tuesday, March 8, 2022 at 1:00 pm.

**13. Adjournment.**

Motion to adjourn the meeting made by Terrio. Second by Miller. Stellato adjourned the meeting at 1:45 pm.

Recorded by: Kristine Tuma, Fiscal Support Specialist