

Amend - Minutes



ADRC Executive Committee Meeting

Monday, February 14, 2022 @ 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, Stacey Schinko - Stockbridge-Munsee Aging and Disability Services Area Manager, Scott Shackelford - Director Oconto County Health and Human Services, Shannon Wilber - Director Menominee County Human Services

Members Absent:

Others Present: Kim Wolfmeyer - ADRC Director, Mary Becker - Information & Assistance Specialist, Amy Steffens - Information & Assistance Specialist, Kristine Tuma - Fiscal Support Specialist

1. Call meeting to order.

Called to order at 1:02 pm by Chairperson Kane.

2. Approve minutes from previous meeting.

Motion made by Schinko, second by Shackelford, to approve the December 13, 2021 minutes. Wilber abstained. 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. Welcome and introduction of new Oconto County Department of Human Services Director.

Scott Shackelford was welcomed as the new Director of the Oconto County Department of Health and Human Services. Scott started this position in January 2022. The ADRC is happy to have him as part of the Executive Committee.

5. Introduction of new staff.

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 Becker is a newly hired Information and Assistance Specialist working out of both the Oconto Falls and Shawano office locations. Mary has previous experience working for the Fond Du Lac County Income Maintenance Department.

It was noted that Amy & Mary left meeting at 1:12 pm.

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

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

7. Nomination and election of ADRC Executive Committee Chairperson.

Wilber nominated Kane for the position of ADRC Executive Committee Chairperson. Hearing no further nominations, nominations for the position of ADRC Executive Committee Chairperson were closed. Motion made by Wilber to elect Kane for the position of ADRC Executive Committee Chairperson. Second by Schinko. All aye. Motion carried.

8. Nomination and election of ADRC Executive Committee Secretary.

Wilber nominated Schinko for the position of ADRC Executive Committee Secretary. Hearing no further nominations, nominations for the position of ADRC Executive Committee Secretary were closed. Motion made by Wilber to elect Schinko for the position of ADRC Executive Committee Secretary. Second by Shackelford. All aye. Motion carried.

9. Fiscal year end summary.

The ADRC Director presented information regarding the year-end 2021 ADRC budget. ADRC expenses stayed within the budgeted contract amounts for 2021. The ADRC does not utilize any tax levy.

10. Discussion and possible approval of the Grant Agreement between the ADRC of the Wolf River Region and the State of Wisconsin Department of Health Services for 01/01/2022 - 12/31/2022.

The ADRC has received a grant contract agreement between the State of Wisconsin Department of Health Services and the ADRC for the time frame of 01/01/2022 - 12/31/2022. After discussion, motion made by Schinko to approve this contract. Second by Wilber. All aye. Motion carried.

11. 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 09/01/2021 - 08/31/2022.

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 09/01/2021 - 08/31/2022. After discussion, motion made by Schinko to approve this contract. Second by Wilber. All aye. Motion carried.

12. 2022 Resource Guides.

The 2022 ADRC Resource Directories are available. All Committee members received a copy of the new directory. ADRC staff are distributing these directories throughout the community as well.

13. SAMS Report - Information & Assistance.

The ADRC Director presented information regarding customers served by ADRC staff. In the months of December 2021 & January 2022, Information and Assistance Specialist (I&A) staff members had 1,681 contacts with persons or organizations in our service area. Common topics discussed included public benefits, transportation, food resources, and housing.

14. Benefit Specialists Reports.

The ADRC Director presented information regarding the number of contacts the Disability Benefits Specialists (DBS) had in the months of December 2021 and January 2022. The DBS workers had 125 open cases. The most common assistance provided is assistance with the Social Security Disability application process and understanding benefits.

The Elder Benefit Specialist had 135 open cases in the months of December 2021 and January 2022. The most common assistance provided included assistance with disability applications, health insurance benefits, income benefits, and Medicare information.

The Dementia Care Specialist is offering many educational trainings and caregiver programs. Many of the programs are in partnership with the Tribal Dementia Care Specialist for the Menominee Tribe. Currently, the programs being offered include caregiver support groups, memory cafes, boost your brain, powerful tools for caregivers, and the purple angel training. An activity book was also created by the DCS for those with memory loss and their caregivers.

15. Aging and Disability Resource Center Status Report.

The billing percent in the month of January 2022 was 42%.

The ADRC is currently interviewing to hire another Dementia Care Specialist (DCS).

Kristin Waukau, DCS with the Menominee Tribe, is part of a project with UW-Madison to assess services that caregivers are in need of. Kristin Elandt with the ADRC is also part of this project and will be working closely with area agencies to determine the needs of caregivers in our region.

The ADRC has completed its Civil Compliance Plan.

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

Potential tour of the Shawano County Department of Human Services building.

17. Set next meeting date.

The next tentative ADRC Executive Committee meeting will be held on Monday, April 11, 2022 at 1:00 pm. The tentative meeting place is at Shawano County Human Services.

18. Adjournment.

Motion to adjourn the meeting made by Schinko. Second by Wilber. All aye. Kane adjourned the meeting at 1:58 pm.

Recorded by: Kristine Tuma, Fiscal Support Specialist