

## Minutes



### **ADRC Governing Board Meeting**

**Tuesday, March 12, 2024 @ 1:00 PM**  
**Menominee County Human Services**  
**W3272 Wolf River Rd, Keshena WI 54135**

**Members Present:** Carolyn Barke, Stephanie Holman, Anne Miller, Carolie Miller, Forrest Perez, Grant Staszak, Benjamin Warrington, Melissa Wescott, Lynnae Zahringer

**Members Absent:** Terrie Terrio

**Others Present:** Kim Wolfmeyer - ADRC Director, Nicole Korth - Information & Assistance Specialist, Mary Tarlton - ADRC Supervisor, Kristine Tuma - Fiscal Support Specialist, community member

**1. Call meeting to order.**

Called to order at 1:00 pm by Chairperson Staszak.

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

Motion made by Holman, second by C. Miller, to approve the December 12, 2023 minutes. All aye. Motion carried.

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

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

**4. Presentation - Options Counseling.**

Nicole Korth, Information and Assistance Specialist Lead with the ADRC, spoke to the Board regarding options counseling and the general process that an individual may go through when discussing family care and other resource options. Some of the resources that ADRC staff are able to assist with when providing options counseling include Medicaid programs, private and publicly funded services, insurance options, and the enrollment process to get onto a family care program.

It was noted that Nicole left the meeting at 1:22 pm.

**5. Alzheimer's outreach information.**

The ADRC hired Ericka Kowalkowski as a Dementia Care Specialist in January 2024. The ADRC Dementia Care Specialists are offering multiple educational trainings and caregiver programs. The memory cafes have been scheduled for the remainder of 2024. Upcoming topics include decorating flower pots in April, visiting the National Railroad Museum in August, pumpkin painting in October, and making holiday crafts in December. The Dementia Care Specialists have also expanded the caregiver support group to be offered in additional locations within the region.

It was noted that C. Miller left the meeting at 1:30 pm.

**6. Public health unwinding.**

ADRC Supervisor, Mary Tarlton, spoke to the Board regarding the public health emergency unwinding. In March 2020, the US Department of Health and Human Services declared a public health emergency for COVID-19. This public health emergency ended in May of 2023. Since then, the temporary policies that were put in place during the public health emergency have been unwinding and routine operations are resuming. These changes include Medicaid renewals for people on publicly funded long term care services. ADRC staff members are able to assist individuals with their renewals. A handout regarding these changes to the renewal process was also provided to all Board members.

It was noted that Mary Tarlton left the meeting at 1:37 pm.

**7. SAMS Report - Information & Assistance.**

The ADRC Director presented information regarding customers served by ADRC staff. In the month of February 2024, Information and Assistance Specialist (I&A) staff members had 984 contacts with persons or organizations in our service area. Common topics discussed included publicly funded benefits, in-home services, assisted living facilities, and private pay services.

**8. Benefit Specialists Reports.**

The ADRC Director presented information regarding the number of contacts the Disability Benefits Specialists (DBS) had in the month of February 2024. The DBS workers had 167 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 59 open cases in the month of February 2024. The most common assistance provided included assistance with disability applications, health insurance benefits, income benefits, and Medicare information.

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

The ADRC has a newsletter that comes out quarterly. Board members showed an interest in having a group photo and write-up about the ADRC Governing Board in an upcoming edition.

This was last meeting for ADRC Governing Board Chairman Grant Staszak. The ADRC and fellow Board members thanked him for all of his hard work and dedication.

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

Motion made by Holman, second by Wescott, to approve the per diem and mileage for the March 12, 2024 Governing Board meeting. All aye. Motion carried.

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

Possible presentation regarding changes to Medicare.

**12. Set next meeting date.**

The next tentative ADRC Governing Board meeting will be held on Tuesday, June 11, 2024 at 1:00 pm.

**13. Adjournment.**

Motion to adjourn the meeting made by A. Miller. Second by Holman. Staszak adjourned the meeting at 1:54 pm.

Recorded by: Kristine Tuma, Fiscal Support Specialist