

Minutes



ADRC Executive Committee Meeting

Monday, November 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, Stephanie Bowman - Stockbridge-Munsee Aging and Disability Services Area Manager, Scott Shackelford - Director Oconto County Health and Human Services, Lori Wendorff designee for - Director Menominee County Human Services

Members Absent:

Others Present: Kim Wolfmeyer - ADRC Director, Johanna Huskey - Dementia Care Specialist, Tracy Pillsbury - Information and Assistance Specialist, Kristine Tuma - Fiscal Support Specialist

1. Call meeting to order.

Called to order at 1:03 pm by Chairperson Kane.

2. Introduction of Stockbridge-Munsee representative.

Stephanie Bowman is the newly hired Aging and Disability Services Area Manager for the Stockbridge-Munsee Community. She will now be part of the ADRC Executive Committee.

3. Approve minutes from previous meeting.

Motion made by Shackelford, second by Wendorff, to approve the August 8, 2022 minutes. All aye. Motion carried.

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

No action was taken to deviate from the posted agenda.

5. Introduction of new ADRC staff members.

Johanna Huskey is the newly hired Dementia Care Specialist with the ADRC. Johanna started with the ADRC in August and is primarily working out of the Shawano office location.

Tracy Pillsbury is the newly hired Information and Assistance Specialist with the ADRC. Tracy has previous work experience with NEWCAP and Marinette County. Tracy began working for the ADRC in September and is primarily working out of the Oconto Falls office location.

It was noted that both Tracy and Johanna left the meeting at 1:06 pm.

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

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

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

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

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

9. Discussion and possible approval for ADRC Supervisor, along with the ADRC Director, to sign Supplemental Security Income Exceptional Expense Supplement (SSI-E).

A discussion was had confirming the ADRC Director and ADRC Supervisor will sign the Supplemental Security Income Exceptional Expense Supplement (SSI-E) forms. After discussion, Shackelford motioned that the ADRC Director and ADRC Supervisor are approved to sign these forms. Second by Bowman. All aye. Motion carried.

10. SAMS Report - Information & Assistance.

The ADRC Director presented information regarding customers served by ADRC staff. Common topics discussed included long-term care benefits, assistance with Medicaid applications, and transportation.

11. Benefit Specialists Reports.

The ADRC Director presented information regarding the number of contacts the Disability Benefits Specialists (DBS) had in the month of October 2022. The DBS workers had 115 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 46 open cases in the month of October 2022. The most common assistance provided included assistance with disability applications, health insurance benefits, income benefits, and Medicare information.

The Dementia Care Specialists are offering multiple educational trainings and caregiver programs. Currently, the programs being offered include caregiver support groups, memory cafes, the boost your brain workshop, and book clubs. On November 1, the ADRC held a caregiver conference in Lakewood. The conference had guest speakers and was well attended.

12. Aging and Disability Resource Center status report.

The ADRC is currently billing at a 43% Federal match rate.

There are members on the ADRC Governing Board who will have terms expiring next year. The counties or tribe that these board members represent will need to find candidates to fill these vacancies. The vacancies will be discussed at the next meeting.

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 13, 2023 at 1:00 pm.

15. Adjournment.

Motion to adjourn the meeting made by Shackelford. Second by Wendorff. All aye. Kane adjourned the meeting at 2:03 pm.

Recorded by: Kristine Tuma, Fiscal Support Specialist