

## Minutes



### **ADRC Executive Committee Meeting**

**Monday, October 13, 2025 @ 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, Scott Shackelford - Director Oconto County Health and Human Services (attended virtually), Lori Wendorff designee for - Director Menominee County Human Services

**Members Absent:** Melissa Penass - Stockbridge-Munsee Aging and Disability Services Area Manager

**Others Present:** Kim Wolfmeyer - ADRC Director, 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.**

[ADRC Executive Committee - 11 August 2025 - Minutes - PDF](#)

Motion made by Shackelford, second by Wendorff, to approve the August 11, 2025 minutes. 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. 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.

#### **5. Changes to ADRC assistance to customers.**

Beginning January 1, 2026, Disability Benefit Specialists are able to assist with disability applications for those 60 years of age and older. Currently, the Disability Benefit Specialists are only able to assist those between the ages of 17 1/2 and 59.

The State has changed the Follow-Up Policy for ADRCs. Changes to the policy will go into effect January 1, 2026.

The State is allowing Disability Benefit Specialists to become Authorized Representatives on disability cases for their clients.

#### **6. 2030 Committee information update.**

The State Advisory Committee for 2030 has submitted some suggestions to be included in the 2026 ADRC Scope of Services. Some of the suggestions that have been included in the draft

version of the 2026 ADRC Scope of Services include making the Dementia Work Plan an internal project, replacing the Staffing Plan with an agencies organizational chart, and requiring Managed Care Organizations to assist with Medicaid applications and renewals for their clients.

**7. State Resource Specialist regional training.**

The State held a regional training on September 30, 2025, at the Shawano County Human Services building. This training was specific to ADRC Specialists and was attended by numerous ADRCs in the area.

**8. Information & Assistance Specialist Report.**

Based on the data that is currently available in the PeerPlace system, I&A staff have had contact with 874 customers within the last quarter.

**9. Benefit Specialists Reports.**

Based on the data that is currently available in the PeerPlace system, the Disability Benefit Specialist had contact with 123 clients in the last quarter.

Based on the data that is currently available in the PeerPlace system, the Elder Benefit Specialists (EBS) had contact with 115 customers in the last quarter. The Medicare open enrollment period begins on October 15th and goes through December 7th. Anyone interested in reviewing their Medicare plan for 2026 is encouraged to contact the ADRC and speak with a Benefit Specialist.

The Dementia Care Specialists are offering multiple educational trainings and caregiver programs. Currently, the programs being offered include caregiver support groups, boost your brain workshops, and memory cafes. The Alzheimer's Awareness Walk took place on August 24 at Franklin Park in Shawano. This event was well attended and many agencies had a booth at the event to give out information regarding their organization.

**10. Aging and Disability Resource Center Status Report.**

The Wisconsin Department of Health Services released the cost-of-living adjustment for FoodShare participants. This adjustment will be in effect October 1, 2025 - September 30, 2026.

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

None.

**12. Set next meeting date.**

The next tentative ADRC Executive Committee meeting will be held on Monday, December 8, 2025 at 1:00 pm.

**13. Adjournment.**

Motion to adjourn the meeting made by Shackelford. Second by Wendorff. All aye. Kane adjourned the meeting at 1:19 pm.

Recorded by: Kristine Tuma, Fiscal Support Specialist