

OPEN MEETING MINUTES

Waukesha County Health and Human Services Department ADRC Advisory Board March 3, 2022

Present Board Members: Carla Friedrich
Joel Gaughan
Sandra Heberling, Secretary
Betty Koepsel
Marj Kozlowski
Judith Tharman
Phyllis Wesolowski, Chair

Absent Board Members: Sandy Wolff, Vice Chair

HHS Board Liaison: Mary Baer (Present)

HHS Staff Liaisons: Mary Smith (Present)
Lisa Bittman (Present)
Sally DuPont (Present)

Call to Order

The meeting was called to order at 9:30 a.m. by Chair Wesolowski.

Review and Approval of Minutes from December 2, 2021 Meeting

Chair Wesolowski called for approval of the minutes from December 2, 2021. Joel Gaughan moved to approve the minutes; Marj Kozlowski seconded the motion. All in attendance approved. Motion carried.

Remote Appearance Guidelines and Remote Policy Discussion

Mary Smith and Chair Wesolowski reviewed the Remote Appearance Guidelines with the ADRC Advisory Board. The attendees unanimously accepted moving to a hybrid meeting format.

Senior Dining Closure Notification

Mike Glasgow, ADRC Nutrition and Transportation Supervisor, discussed the proposed closures of the Muskego and Hartland congregate dining sites. Chair Wesolowski called for approval to close the Muskego and Hartland congregate dining sites. Betty Koepsel moved to approve the closures; Carla Friedrich seconded the motion. All in attendance approved. Motion carried.

2022 Unmet Needs Discussion

Mary Smith reviewed the ADRC 2021 annual data for the ADRC. The board discussed the critical needs presentation for the 2022 Health and Human Services Board. The board identified community needs for 2022, information will be shared at the next ADRC Board meeting.

ADRC Manager Report – Mary Smith

- The Transportation consultant has been conducting an internal, operational review of the ADRC Specialized Transportation program.
- The ADRC is working on their annual report.
- The ADRC is working on an Operational Plan.

ADRC Coordinator Report – Lisa Bittman

- Staffing Update:
 - The ADRC has the following open positions:
 - (1) Full-Time HHS Supervisor
 - (1) Full-Time ADRC Specialist
 - (1) Part-Time Dementia Care Specialist

Health and Human Services Board Report – Mary Baer

- The Health and Human Services Board met on February 24, 2022.
- The Child & Family Division presented at the Health and Human Services Board.

Health and Human Services Committee Report – Joel Gaughan

- The Health and Human Services Committee met on February 22, 2022.
- The committee accepted a donation from county residents and businesses to update one of the visitation rooms on the lower level of the Health and Human Services Building.

Agency Announcements and Updates

- The ADRC needs 15 Home Delivered Meals drivers.
- In celebration of the 50th anniversary of the Federal Senior Nutrition Program, on March 24, 2022, the senior dining centers in Brookfield, Menomonee Falls, Oconomowoc, and Sussex, will have a special menu. Advisory Board members are invited to participate.


Public Comment

None

Adjourn

Chair Wesolowski called for a motion to adjourn the meeting at 11:20 a.m. Joel Gaughan moved to adjourn; Betty Koepsel seconded the motion. All in attendance approved. Motion carried.

Minutes respectfully submitted by Sally DuPont.

Approved:  Date: 4-7-22