

**AGING AND DISABILITY RESOURCE CENTER OF WAUKESHA COUNTY
ADVISORY BOARD
Meeting Minutes**

Annual Holiday Celebration 9:00 a.m.

**Meeting Date/Time: December 7, 2017 9:30 a.m.
Location: Human Services Center
514 Riverview Ave, Room 271
Waukesha WI 53188**

Committee Members:

<u>X</u> Berthelsen, Judie	<u>X</u> LaMountain, Paulette
<u>X</u> Carriveau, Pat	<u>A</u> Ludka, Elaine
<u>X</u> Cizel, Maria	<u>EA</u> Miranda, Sonia
<u>X</u> Franklin, Robert E.	<u>X</u> Schweda, Susan
<u>X</u> Friedrich, Carla	<u>X</u> Zaborowski, Bill
<u>X</u> Heberling, Sandie	
<u>X</u> Howard, Christine	

X = Present A = Absent EA = Excused Absence

Additional Attendees:

<u>X</u> Smith, Mary	<u>X</u> Smith, Sue
<u>X</u> Bittman, Lisa	<u>X</u> Roskopf, Kurt- Citizen
<u>X</u> Love, Phyllis	

Call to Order:

The meeting was called to order at 9:30 am by Chairman B. Zaborowski

Public Comments:

S. Schweda shared that she attended the Dementia Care Summit on Friday 12/01. S. Schweda indicated that M. Smith and L. Bittman did a fantastic job coordinating this event.

Approval of November 2, 2017 meeting minutes

B. Zaborowski called for approval of the meeting minutes of November 2, 2017. C. Howard moved to approve the minutes; S. Schweda seconded the motion. All in attendance approved. Motion carried.

Review & Approve 2018 GWAAR Budget – M. Smith - Action Item

M. Smith provided the Board with handouts of the 2018 County Aging Unit Budget. M. Smith supplied detailed information on all ADRC programs that receive this funding. She reminded Board

members that this budget is separate from the ADRC County Budget. This document is provided to GWAAR and details how the ADRC allocates these funds.

B. Zaborowski called for a motion to approve the 2018 County Aging Unit Budget to be submitted to GWAAR. P. Carriveau moved to approve; C. Howard seconded the motion. All in attendance approved. Action passed.

Review & Approve 2018 Department of Transportation s.85.21 Specialized Transportation Application – M. Glasgow - Action Item

Nutrition and Transportation Supervisor Mike Glasgow provided Board members with draft copies of the 2018 Specialized Transportation Assistance Program s.85.21 Grant Application. M. Glasgow provided Board members with a detailed review of the proposal; a Public Hearing was held on November 30, 2017. B. Zaborowski called for a motion to approve proceeding with the 2018 Department of Transportation 85.21 Specialized Transportation Grant Application. R. E. Franklin moved to approve; J. Berthelsen seconded the motion; all in attendance approved. Action passed.

ADRC Manager Report - Mary Smith

- M. Smith reported that the Dementia Care Summit held on December 1 was very successful. There was a wide array of attendees. Copies of the packets distributed to participants were shared with Board members.
- M. Smith welcomed County Board Chair, Paul Decker and thanked him for stopping in to wish Happy Holidays to the ADRC Advisory Board.
- M. Smith and L. Bittman are currently working on end of year reports.
- Sonia Miranda has been appointed to the ADRC Advisory Board. We currently need one more member, representing the elder population.
- Will begin recruiting for a Marketing Coordinator after the 1st of the year.

ADRC Coordinator Report –Lisa Bittman

L. Bittman provided an update on the Area Agency Plan goals for 2017.

- Public Outreach: Advocacy/Public Policy. These were not very well attended so will look at ways to improve.
 - Nutrition: Piloting a breakfast service at Sussex and Brookfield in December in an attempt to increase participant engagement at our senior dining sites.
 - Caregivers: Providing caregivers with a list of activities they can do with their care recipients
 - Dementia: Dementia Care Specialist Randy Kohl has been out in the community, providing outreach to professionals
- Our 2018 goals include:
- Dementia: Looking at challenging behaviors.
 - Health Aging: Focus on activities of daily living
 - Caregiver: Focus on the needs of working caregivers
 - Nutrition: Continue to look for ways to increase engagement
 - The ADRC will also encourage involvement by older adults and those with disabilities to provide input into our programs.

ADRC Consumer Concerns –Mary Smith

No concerns to report

Health and Human Services Committee Report –Christine Howard

No Report

Other Business/Updates – All

None

Adjournment:

B. Zaborowski called for a motion to adjourn the meeting. P. LaMountain moved to adjourn; P. Carriveau seconded the motion. All in attendance approved. Motion carried.

Next Meeting: January 4, 2018

Health & Human Services Center, Board Room 271

514 Riverview Avenue

Waukesha WI 53188

Approved Patricia Carriveau Date 1/4/18

Submitted by Sue Smith, Support Staff Supervisor