

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

**Meeting Date/Time: November 2, 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>X</u>	Schweda, Susan
<u>X</u>	Franklin, Robert E.	<u>EA</u>	Zaborowski, Bill
<u>X</u>	Friedrich, Carla		
<u>X</u>	Heberling, Sandie		
<u>X</u>	Howard, Christine		

X = Present A = Absent EA = Excused Absence

Additional Attendees:

X Smith, Mary
X Bittman, Lisa
X Smith, Sue

Call to Order:

The meeting was called to order at 9:30 am by Vice-Chair C. Howard. C. Howard extended thanks and appreciation to Board members for volunteering and for the important work they do for citizens of Waukesha County.

Public Comments

None

Approval of October 5, 2017 meeting minutes

Vice-Chair Howard called for approval of the meeting minutes of October 5, 2017. R. Franklin moved to approve the minutes; S. Schweda seconded the motion. All in attendance approved. Motion carried.

Educational Segment: ADRC Supervisor Update –

Mikie Blask, Laurie Kohler, Jan Sanchez, Shirley Peterson

ADRC Supervisors Blask, Sanchez and Peterson and APS Supervisor Kohler provided background on themselves and information on the many duties of their units. Although we are one Division working toward the same goal, each unit has assignments that are unique. However, we cannot work independently of one another, staff and supervisors alike rely on each other. The success the ADRC experiences is a direct result of teamwork and the ability to work well together as a group.

ADRC Manager Report - Mary Smith

- Finishing up the budget process. There were no amendments to the ADRC budget.
- Staff is working diligently on the end of year reports.
- Two action items at the December meeting
 - GWAAR budget presentation and approval.
 - Transportation Application presentation and approval.
- Moving forward with the reconfiguration and ADRC expansion into Public Health
- Starting the Transportation Request for Proposal process. Our accessible transportation contract is up in March. Purchasing should have it out the end of November.
- A new position for a Marketing Person was approved.
- November is National Caregivers' Month
- Support Staff Supervisor and ADRC Advisory Board note-taker, Sue Smith is retiring at the end of December.

ADRC Coordinator Report –Lisa Bittman

- The ADRC is interviewing today, November 2nd and next Tuesday, November 7th for a Program Manager to oversee the Dementia Crisis Innovation Grant.
- Save the date – Kick Off Summit for the Dementia Crisis Innovation Grant is scheduled for the morning of December 1st. This is a community based summit, which will provide an education session, and overview of the grant and also next steps. It will be held at Waukesha Memorial Hospital from 8:00 am – noon. More information to follow.
- OAA funding for calendar year October 1, 2016 – September 30, 2017
 - 1500 Congregate meals served
 - 1050 HDM meals delivered
 - 166 clients served for Personal Care/Bathing
 - 535 attended Evidenced Based Health Promotions
- Dementia Friendly Community expansion into Pewaukee
Monday 11/06 9:30-10:30 at the Village Hall
Training on dementia awareness and how business will receive their training.

ADRC Consumer Concerns –Mary Smith

No Concerns

Health and Human Services Committee Report –Christine Howard

- Voting on budget this coming week. There are only two amendments – both impact the Sheriff's Department budget.
- There are no changes to HHS.
- Early intervention program Birth to 3 is now fully funded.
- C. Howard commended HHS. There is an overwhelming amount of work and staff do it on a very tight budget. There are more needs than money.

Other Business/Updates – All

R. E. Franklin commented that he feels the quality of the food has fallen off – it seems to be very salty, and the mashed potatoes are watered down. He understands the tight budget, but people have to eat. M. Smith

shared that the contract with the food vendor is up in 2018. A Request for Proposal will go out mid-next year.

Adjournment:

C. Howard called for a motion to adjourn the meeting. J. Berthelsen moved to adjourn; S. Heberling seconded the motion. All in attendance approved. Motion carried.

Next Meeting: December 7, 2017

Health & Human Services Center, Board Room 271

514 Riverview Avenue

Waukesha WI 53188

Approved _____ **Date** _____

Submitted by Sue Smith, Support Staff Supervisor