

OPEN MEETING MINUTES

Waukesha County Health and Human Services Department ADRC Advisory Board September 1, 2022

Present Board Members:	Joel Gaughan Betty Koepsel Marj Kozlowski, Secretary Judith Tharman, Chair Sandy Wolff
Absent Board Members:	Susan Schweda, Vice Chair Phyllis Wesolowski
HHS Board Liaison:	Mary Baer (Present)
HHS Staff Liaisons:	Mary Smith (Present) Lisa Bittman (Present) Sally DuPont (Present)
Guest:	Mikie Blask, ADRC Supervisor

Call to Order

The meeting was called to order at 9:31 a.m. by Chair Tharman.

Review and Approval of Minutes from August 4, 2022 Meeting

Chair Tharman called for approval of the minutes as revised from August 4, 2022. Sandy Wolff moved to approve the minutes; Marj Kozlowski seconded the motion. All in attendance approved. Motion carried.

Recognize Outgoing Member

Mary Smith planned to recognize outgoing ADRC board member, Phyllis Wesolowski, by presenting her with a certificate for her service to the ADRC board. Phyllis Wesolowski was unable to attend the meeting.

Overview of Long-Term Care Functional Screen – Mikie Blask, ADRC Supervisor

Mikie Blask gave an overview of the long-term care functional screen:

- The screen is an assessment tool used to determine the need of clients for eligibility of a publicly funded long-term care programs.
- There are 2 parts to the eligibility for these programs:
 - Financial
 - Functional
- Staff consult with medical providers regarding what is happening medically with clients.
- The screens are done face to face with the client.
- The screens are used for anyone 17.5 years of age and above.
- Clients are given a target group as part of their eligibility.
- There are 3 levels of eligibility:

- Nursing Home Level of Care
- Non-Nursing Home Level of Care
- Functionally Ineligible
- There is an appeal process if clients disagree with the assessment.
- Staff must have the following qualifications before they can begin the certification process to become a certified screener:
 - A Bachelor's Degree
 - At least 1 year of experience working in a professional capacity, with at least one of the target groups.

2022 County Aging Plan Review

Mary Smith conducted a review of the County Aging Plan and discussed the status of the plan's initiatives. Mary stated due to staffing issues, many of the initiatives will be accomplished at a later date. Mary Smith completed the annual update with GWAAR, and GWAAR approved the revisions and the Plan.

ADRC Manager Report – Mary Smith

- The vacancy for an APS Social Worker has been filled by an existing ADRC staff member.
- The ADRC will be doing some marketing for COVID and flu vaccination outreach. The ADRC will be sending out post cards to those 65 years of age and above.

ADRC Coordinator Report – Lisa Bittman

- Lisa Bittman had her first meeting on August 31, 2022 with the Hispanic Resource Center.
- Both the Aging Unit Plan and the ADRC Operational Plan continue to be worked on.
- Staffing updates:
 - There is 1 Resource Center staff opening.
 - There is an LTE position open in the ADRC Call Center.
 - There is 1 opening for a part-time Caregiver Specialist.

Health and Human Services Board Report – Mary Baer

There was a Public Hearing held at Health and Human Services on August 18, 2022. Various interested parties spoke on the quality of programs funded by Health and Human Services, perceived unmet human service needs, and suggestions for improvement to the current system of Health and Human Services in Waukesha County.

The regular Health and Human Services Board Meeting was held on August 18, 2022 and the following business was conducted:

- The committee appointments for the various Health and Human Services committees were approved.
- ADRC and Public Health bylaw updates for hybrid meetings were approved.
- Overview of the proposed 2023 Health and Human Services budget.

County Board Report – Joel Gaughan

Joel reported out on the County Board meeting held on August 23, 2022:

- There is a procedure underway to appoint a county board member for the vacancy left by Ted Wysocki. The person who is appointed will fill the rest of the current term, which runs until April 2024.

Agency Announcements and Updates

There is one new ADRC board member due to be approved at the September 2022 County Board meeting, and another ADRC board member is in process. The ADRC is looking for new board members.

Public Comment

There were no public comments.

Adjourn

Chair Tharman called for a motion to adjourn the meeting at 11:11 a.m. Marj Kozlowski moved to adjourn; Sandy Wolff seconded the motion. All in attendance approved. Motion carried.

Minutes respectfully submitted by Sally DuPont

Approved: Marj Kozlowski Date: 10-6-2022

