

OPEN MEETING MINUTES

Waukesha County Health and Human Services Department ADRC Advisory Board June 2, 2022

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

HHS Board Liaison: Mary Baer (Present)

HHS Staff Liaisons: Mary Smith (Present)
Lisa Bittman (Present)
Shannon Gustavson (subbing for Sally DuPont)

Guest: Susan Schweda

Call to Order

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

Review and Approval of Minutes from May 5, 2022 Meeting

Chair Wesolowski called for approval of the minutes from May 5, 2022. Marj Kozlowski moved to approve the minutes; Sandy Wolff seconded the motion. All in attendance approved. Motion carried.

ADRC Youth Transition Program – Ryan Bamberg, ADRC Supervisor, Malory Henderson, Senior ADRC Specialist, Kristin Chittum, Senior ADRC Specialist

Bamberg, Henderson and Chittum presented on the ADRC Youth Transition Program. Beginning 6 months before the adolescent's 18th birthday, the program provides information regarding changes, the process, the timeline, and the resources involved for a young person with special needs and/or disabilities to transition from adolescent to adulthood. The group presents at schools and other events around the community to provide information on the program. A copy of the PowerPoint presentation was handed out along with the Transition Guide.

Approval of the ADRC 2021 Annual Report

Chair Wesolowski called for approval of the ADRC 2021 Annual Report. Sandy Wolff moved to approve the report; Betty Koepsel seconded the motion. All in attendance approved. Motion carried.

ADRC Manager Report – Mary Smith

- World Elder Abuse Awareness Day is June 15, 2022, and the Senior Resource Fair will take place at the Sussex Civic Center from 10am-2pm.
- Transportation Consultant is finalizing report and will present on June 23, 2022 at the HHS Board Meeting.
- The ADRC Advisory Board needs members. The Bylaws indicate 13 members are required; however, the board is currently down 4 members. In August, Friedrich, Heberling, Kozlowski and Wolff's terms will expire. Kozlowski and Wolff are eligible for reappointment and have agreed to accept the reappointment.

ADRC Coordinator Report – Lisa Bittman

- Call Center staff are back in the office and will continue to be utilizing the SharePoint message center where staff collect information and enter it into SharePoint. Staff returns the call which allows the staff to research and be more prepared when returning a client's phone call.
- Internet Explorer (IE) is shutting down on June 15, 2022. The main database from the state only runs on IE. Instructions were sent to the ADRC from the state on how to convert the database to Edge; however, it is not working properly. The state is aware of the issue.
- Staffing updates:
 - Tammy Depies was hired as a supervisor and will replace Ryan Bamberg whose last day is June 3, 2022.
 - Stephanie Cera was hired to fill the open supervisor position.
 - There are 2 ADRC Specialists positions open.
- Volunteers are needed for:
 - Drivers – home delivered meals
 - Drivers – rides to appointments
 - In-Home Reassessment Surveyors (Is client still eligible for services?)
 - Please contact Sherry Williams or Kara Moore for volunteering.

Health and Human Services Board Report – Mary Baer

The Health and Human Services Board met on May 19, 2022, and the Community Needs Summary was presented to County Executive Paul Farrow.

Health and Human Services Committee Report – Joel Gaughan

Supervisor Gaughan is no longer on the HHS Committee; however, he provided an update. The election in April means new committee members. The May meeting provided information on duties of new members of the committee.

Agency Announcements and Updates

- The next ADRC Advisory Board meeting is August 4, 2022.
- Church and Chapel funeral home has provided monetary donations. In the crematorium they recycle metals found and take to the recycling center. Since January, Church and Chapel has donated \$2500 to the Meals on Wheels program.

Public Comment

No public comments.

Adjourn

Chair Wesolowski called for a motion to adjourn the meeting at 11:20 a.m. Judith Tharman moved to adjourn; Marj Kozlowski seconded the motion. All in attendance approved. Motion carried.

Minutes respectfully submitted by Shannon Gustavson

Approved: Sandra J. Herling Date: Aug. 4 2022