

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

**Meeting Date/Time: October 5, 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>EA</u>	Carriveau, Pat	<u>X</u>	Ludka, Elaine
<u>X</u>	Cizel, Maria	<u>EA</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>EA</u>	Howard, Christine		

X = Present A = Absent EA = Excused Absence

Additional Attendees:

<u>X</u>	Smith, Mary	<u>X</u>	Love, Phyllis
<u>X</u>	Bittman, Lisa	<u>X</u>	Smith, Sue
<u>X</u>	Miranda, Sonia	<u>X</u>	Roskopf, Kurt

Call to Order:

The meeting was called to order at 9:30 am by R. E. Franklin.

Public Comments

- Officers B. Zaborowski, C. Howard and P. Carriveau were excused. R. E. Franklin will Chair today's meeting.
- E. Ludka stated that she is glad to be back and able to attend today's meeting.

Approval of September 7, 2017 meeting minutes

Acting-Chair Franklin called for approval of the meeting minutes of September 7, 2017. E. Ludka moved to approve the minutes; P. LaMountain seconded the motion. All in attendance approved. Motion carried.

Educational Segment –

Dementia Care Specialist, Randy Kohl & Dementia Crisis Grant – Lisa Bittman

Randy Kohl discussed the responsibilities and activities of his role as a Dementia Care Specialist. He mentioned the (DCS) position relationship with Legislation and the comprising in 2012. Randy provided a PowerPoint and a snapshot handout as he elaborated more on the topics. Outlined on the snapshot handout is the primary responsibilities for Waukesha County Dementia Care Specialist.

PowerPoint and Snapshot Handout:

- Dementia Care System Redesign
- Dementia Care Specialist
- Dementia Friendly Communities
- Dementia Capable ADRC
- Early Detection of Dementia

- Community Awareness of Dementia
- Dementia Information and Assistance
- Dementia Resource Library
- Evidence Based Programming

Remarks:

- Businesses should have dementia friendly bathrooms.
- Businesses having dementia friendly specific areas.
- Recognizing dementia patients.
- Knowing how to communicate with dementia client.
- Outreach and supporters for dementia clients.
- Concerns of non- renewal of drivers licenses.
- Invitation to dementia training for board members.
- Referrals for future testing.
- Brain donation for study.

ADRC Manager Report - Mary Smith

Mary introduced and welcomed Sonia Miranda as a recommended board member.

Mary discuss the reconfiguration of specific areas in the ADRC to accommodate the increased needs of the ADRC relating to the increased aging population. Construction of the project will extend into the Public Health area; carry over dollars from the state will help cover the project cost.

ADRC Coordinator Report –Lisa Bittman

The ADRC received the Dementia Crisis Grant, and is currently recruiting for a program manager to oversee the project.

Lisa reviewed the 2017 – 2018 Aging Unit Plan goals. This included a Caregiver goal, which was to create a list of support groups available for caregivers. This was completed in 2017 and presented to the I & A staff in August. It will be available in the 2018 resource guide. Another goal is to expand activity options available for both the caregiver and care receiver to attend together. This information will be available to the public and listed in the 2018 resource guide once completed.

In order to improve collaboration with healthcare organization, clinics and healthcare professionals, the ADRC will meet with 6-8 organizations to let them know about the services available through the ADRC and dementia resources. Healthy aging to prevent falls in the home through identifying risk factors will be a topic. The ADRC is looking to partner with community agencies to provide at risk elders home safety checks.

This year the ADRC will be conducting two Quality Service Process Improvement Projects. One will focus on “follow up” calls with consumers, how to identify the need for a follow-up, and methods used. Our “Lean Government” project will be in the Nutrition Program, focusing on temperature compliance.

Lisa shared a handout she received at a recent state training:

ADRC in a Nutshell Handout:

- Mission & Role of the ADRC
- Populations Served
- Location and Physical Plant
- Required Services
- Organizational and Procedural Standards

ADRC Consumer Concerns –Mary Smith

No Report

Health and Human Services Committee Report –Christine Howard

No Report

Other Business/Updates – All

None

Adjournment:

R. E. Franklin 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: November 2, 2017

Health & Human Services Center, Board Room 271

514 Riverview Avenue

Waukesha WI 53188

Approved _____ Date _____

Submitted by Phyllis Love, ADRC Administrative Assistant