

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

**Meeting Date/Time: December 6, 2018 9:30 a.m.  
Location: Human Services Center  
514 Riverview Ave, Room 271  
Waukesha WI 53188**

**Committee Members:**

X Berthelsen, Judie  
A Carriveau, Pat  
X Cizel, Maria  
X Friedrich, Carla  
X Heberling, Sandie  
X Howard, Christine

X LaMountain, Paulette  
X Schweda, Susan  
A Wesolowski, Phyllis

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**X = Present    A = Absent**

**Additional Attendees:**

X Smith, Mary  
X Bittman, Lisa  
X Kelly, Nicole

**Call to Order**

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

**Public Comments**

- Board Members P. Carriveau, P. Wesolowski, E. Ludka, and S. Miranda were absent.
- Sandie Heberling shared that she saw an advertisement for the ADRC in the Holiday Wishbook that came with the Waukesha Freeman in November.
- Susan Schweda spoke about a Narcan training she participated in and encouraged board members to take the training.
- Carla Friedrich shared that she used the ADRC to help her and her husband choose a Medicare plan and they both found it extremely helpful.

**Approval of November 1, 2018 Meeting Minutes**

Chair C. Howard called for approval of the minutes from November 1, 2018. S. Schweda moved to approve the minutes; P. LaMountain seconded the motion. All in attendance approved. Motion carried.

## **Educational Segment – ACTION - 2019 State of Wisconsin Department of Transportation 85.21 Specialized Transportation Application Review and Approval**

- Mike Glasgow, Nutrition and Transportation Services Supervisor, presented the 2019 DOT 85.21 Specialized Transportation Plan for review.
  - Provided a handout to give an overview of the program plan for 2019.
  - The 85.21 transportation grant for 2019 is \$933,538.00. Waukesha County is required to match 20% of funding from tax levy, which equals \$186,707.00.
  - Mike shared the changes to the program for 2019. One of these is a reduction in the amount of operating assistance available for non-profits taxi agencies.
  - The Rideline program provides specialized door-to-door transportation to those who are unable to get in and out of a taxi. Transit Express MedaCare Vans will be the exclusive contractor in 2019. A new 5-year contract began in April, 2018.
  - Registered congregate diners can attend a Senior Dining Center for \$1.00 each way.
  - The ADRC contracts with eight, non-profit and for-profit, taxi companies for the Shared Fare Taxi program. Through this program, the consumer pays a minimum of \$3.75 per one-way trip, and the ADRC will reimburse the remainder of the trip fare up to a maximum of \$5.25 per one-way trip.
  - The ADRC sponsors the Menomonee Falls Senior Shuttle on Fridays and for monthly trips to Brookfield Square Shopping Center
  - Eras Volunteer Driver program provides an option for Waukesha residents. The ADRC provides financial support to Eras for administrative expenses to operate this program.
  - The ADRC reimburses agencies up to \$225 for transportation costs associated with group outings.
  - Once approved by the board, the 2019 Specialized Transportation Application will be submitted to the state for approval.
- Chair C. Howard called for approval of the 2019 DOT 85.21 Specialized Transportation Application. P. LaMountain moved to approve plan; J. Berthelsen seconded the motion. All in attendance approved. Motion carried.

### **ADRC Manager Report – Mary Smith**

- The transportation initiative FARN work group continues to meet to strategize on the final implementation of the pilot.
- The ADRC staff remain very busy with end of the year budget and completing performance evaluations.
- Adult Protective Services is recruiting for the Human Services Support Specialist to help with paperwork and court filings. This will allow the social workers in the division to focus on their cases.
- M Smith reported that the transportation concern review is continuing. A survey has been sent to all individuals who utilized the van service in the third quarter. Board member, P. LaMountain shared her personal experience with the specialized van service.
- Nicole Kelly provided an update on the marketing efforts of the ADRC. A staff member and a consumer appeared on The Morning Blend to discuss National Caregiver month, another segment has been filmed for The Morning Blend focusing on Senior Dining. The ADRC will be working with a video production company to film a short video to be used for marketing purposes and presentations.

**ADRC Coordinator Report – Lisa Bittman**

- The Dementia Crisis Innovation Grant will be ending at the end of December. Action teams are being formed to continue the work in 2019.
- The ADRC is one of four organizations involved in a grant from the Medical College of Wisconsin that will focus on services for caregivers. The funding will allow Eras, Froedert and the ADRC to spend four years on identifying care units and determining best practice for a systems change.
- The ADRC is currently recruiting for a Disability Benefit Specialist position, which was left vacant by a resignation in November. Our contracted Community Health Coordinator also resigned her position and we will replace that position in 2019.
- In partnership with the Aging Resource Center of Milwaukee County, the ADRC is hosting a summit on January 25<sup>th</sup> that will focus on issues affecting the aging population, including elder abuse and dementia.
- The Culture Club is an internal group of ADRC employees who work together to improve the culture of our workplace. Two sub-committees are focusing on challenging behaviors from consumers and internal communications.

**ADRC Consumer Concerns – Mary Smith**

- C. Friedrich asked if board members are required to take the HIPPA quiz that the ADRC sent out to all volunteers. M. Smith advised that board members are required to take the quiz because they may have contact with consumers or come across sensitive information while service on the board.

**Health and Human Services Committee Report - Christine Howard**

- The 2019 County budget has been approved by the County Board of Supervisors.
- C. Howard shared a statewide issue relating to standards for Child Protective Services workers. The Health and Human Services Board is in support of the development of standards and will be advocating for this issue.
- Child Protective Services are seeing an increase in case load, in part due to the opiate crisis.

**Adjournment**

Chair C. Howard called for a motion to adjourn the meeting at 11:07 a.m. P. LaMountain moved to adjourn; S. Schweda seconded the motion. All in attendance approved. Motion carried.

**Next Meeting: January 3, 2019**  
**Health & Human Services Center, Board Room 271**  
**514 Riverview Avenue**  
**Waukesha WI 53188**

Approved *Patricia Carriveau* Date *3/7/19*

*Submitted by Nicole Kelly, ADRC Marketing and Outreach Coordinator*