

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

**Meeting Date/Time: February 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> | Howard, Christine |
| <u>X</u> | Carriveau, Pat | <u>EA</u> | Johnson, Monty |
| <u>X</u> | Cizel, Maria | <u>X</u> | LaMountain, Paulette |
| <u>X</u> | Franklin, Robert E. | <u>X</u> | Ludka, Elaine |
| <u>X</u> | Friedrich, Carla | <u>X</u> | Schweda, Susan |
| <u>X</u> | Gamez, Margaret | <u>X</u> | Zaborowski, Bill |
| <u>X</u> | Heberling, Sandie | | |

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 Chairman B. Zaborowski.

Public Comments

None

Approval of January 5, 2017 meeting minutes

Chairman B. Zaborowski called for approval of the meeting minutes of January 5, 2016.

R. E. Franklin moved to approve the minutes; C. Howard seconded the motion. All in attendance approved. Motion carried.

Educational Segment—ADRC Volunteer Services—Volunteer Program Coordinator, Karen Straw

ADRC Volunteer Program Coordinator Karen Straw provided the Board with a very enlightening PowerPoint presentation on the ADRC Volunteer Services. The ADRC has a wide array of volunteer opportunities, which include office volunteers who assist with data entry, filing and mailings and Eldereach volunteers do the reassessments on home delivered meals clients. We have courthouse greeters, health promotion program leaders and volunteer guardians, but our largest group of volunteers provide support to the Senior Nutrition Program. These 673 volunteers provide 26,364 services hours to the home delivered meals operation or senior dining centers at a monetary value of \$620,608.56. We appreciate all of our volunteers and could not do what we do without them. The PowerPoint presentation will be shared with the Board.

Action Item - Approval of new Muskego Senior Dining Site – M. Glasgow

The Muskego Senior Dining Site is currently located in the Muskego City Hall. The city is in the process of constructing a new administrative building. Once completed, the police department will move into the former city hall. The new city building will not have a kitchen so a search began for a replacement site for Muskego. Shortly after the holidays, the Mayor advised the ADRC that the senior dining center had to be moved out by April 1st. Stoney Creek Adult Community is very eager to have the Muskego senior dining site at their facility, this change must be approved by the Commission on Aging, which is part of the ADRC Advisory Board. M. Glasgow requested a motion from the Commission on Aging to approve the move from the current center at the Muskego City Hall to the Stoney Creek site. C. Howard moved to approve, R. E. Franklin seconded the motion. All in attendance approved. Motion carried.

Update on Specialized Transportation – M. Glasgow

The Specialized Transportation program is available to seniors and adults with disabilities age 18-59. Currently, a disability designation is required from Social Security, VA or Railroad before approving those individuals age 18-59 for specialized transportation. M. Glasgow researched the state regulations for the funding for this program and found there was no provision regarding this requirement. The ADRC will be revising the program brochure and transportation application so that an individual may still provide a disability determination, however if one is not available, a signed document from a physician will be acceptable. This revision will provide consistency and will hopefully bring more people into the transportation program.

Unmet Needs Discussion – All

M. Smith shared that representatives from this Advisory Board will present the unmet needs for the ADRC to the HHS Board at the March 23rd meeting. Based upon our 2016 call report, the ADRC is aware of many of the unmet needs in the community. As we prepare this presentation, M. Smith would like feedback from the Board regarding unmet needs in our community that are not captured by staff. There was much discussion. M. Smith thanked members for their input.

ADRC Manager/Coordinator Report – M. Smith

- M. Smith indicated that the ADRC is busy finalizing 2016 reports and budgets and preparing for 2017.
- L. Bittman shared that the Lead Worker position will become effective on February 4, 2017. This position was created to not only provide assistance to supervisors but also to provide supervisory experience to an ADRC Specialist. This is a 2-year assignment.
- The Dementia Care Specialist will expand the Dementia Friendly Community Program. Several providers in the Pewaukee area have expressed interest.
- There are currently eight different types of Evidenced Based Community Education Programs being offered. We are focused on recruiting more volunteers in an effort to expand these programs and offer them in areas throughout Waukesha County.

ADRC Consumer Concerns – M. Smith

No Concerns/No Report

Health and Human Services Committee Report – C. Howard

- C. Howard indicated there was discussion on the unmet needs throughout all of HHS.
- There was an overview of the Clinical Division and the health requirement and privileges of the medical staff. There is an extensive process to become a mental health provider for Waukesha County. We are close to full-staff.
- Adolescent & Family Services Division Manager, Ron Pupp discussed truancy issues in Waukesha County. Seeing younger students are having more truancy issues than high school students. Working with doctors and schools to detect issues early on, however limited services are yet another unmet need.
- The ADRC provided presentations on Older Americans Act Services and Nutrition and Transportation programs to the Board.

Other Business/Updates – All

- Save the Date – Volunteer Recognition Event, Sunday April 23, 2017 Noon at the Country Springs Ballroom
- R. E. Franklin shared that the parking for the Oconomowoc Senior Dining Site has turned out very well.
- S. Heberling distributed the 4-H Newsletter from UW Extension.
- J. Berthelsen shared that the Kern Foundation will be ending in 2017, as the bequeathed funds are almost gone. This Foundation provided assistance to individuals in paying for veterinary care for their pets.
- M. Gamez shared an event that occurred on her way to today's meeting. Passengers, husband and wife riding with her on the Meda-Care van needed to go to the hospital for a medical emergency. They shared that they could not afford an ambulance. As one of the passenger was in obvious pain, M. Gamez requested the van driver reroute to drop off the individuals at the hospital before bringing her to the ADRC.

Adjournment:

B. Zaborowski called for a motion to adjourn the meeting. C. Howard moved to adjourn; R.E. Franklin seconded the motion. All in attendance approved. Motion is carried.

Next Meeting: March 2, 2017

Health & Human Services Center, Board Room 271

514 Riverview Avenue

Waukesha WI 53188

Approved _____ **Date** _____

Recorded and Submitted by Sue Smith