

OPEN MEETING MINUTES

Waukesha County Health and Human Services Department ADRC Advisory Board November 4, 2021

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

Absent Board Members: Phyllis Wesolowski, Chair

HHS Board Liaison: Mary Baer (Present)

HHS Staff Liaisons: Mary Smith (Present)
Lisa Bittman (Present)
Sally DuPont (Present)

Call to Order

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

Review and Approval of Minutes from October 7, 2021 Meeting

Vice Chair Wolff called for approval of the minutes as revised from October 7, 2021. Marj Kozlowski moved to approve the minutes; Sandra Heberling seconded the motion. All in attendance approved. Motion carried.

Review and Approve Final 2022-2024 County Aging Plan

Mary Smith reviewed the final 2022-2024 County Aging Plan.

- Changes made to the plan before it was finalized were:
 - A summary of the public hearing was added.
 - Nutrition goal was reworded.
- The 2022-2024 County Aging Plan was approved on October 26, 2021 by the HHS Committee.
- Vice Chair Wolff called for approval of the 2022-2024 County Aging Plan as revised. Carla Friedrich moved to approve the plan; Sandra Heberling seconded the motion. All in attendance approved. Motion carried.

Review and Approve 2022 County Aging Plan Budget

Mary Smith presented the 2022 County Aging Plan budget to the board.

- Vice Chair Wolff called for approval of the 2022 County Aging Plan Budget. Betty Koepsel moved to approve the plan budget; Marj Kozlowski seconded the motion. All in attendance approved. Motion carried.
- The 2022 County Aging Budget will be submitted to the state along with the 2022-2024 County Aging Plan on November 5, 2021.

ADRC Senior Dining Redesign and ADRC Operations Plan

Mary Smith spoke about the ADRC senior dining redesign:

- Senior dining will be reopening on November 15, 2021.
- The sites that will be opening are:
 - Brookfield
 - Menomonee Falls
 - Oconomowoc
 - Sussex
- Safety procedures will be observed at the dining sites.
- The ADRC is looking to start a restaurant model of dining in the second quarter of 2022. The restaurant model involves partnering with local restaurants to be more culturally inclusive and offer greater variety and consumer choice.

Mary Smith spoke about the ADRC operations plan:

- There are 5 ADRC positions open.
- In order to accommodate the heavy workload, the State Department of Health Services has allowed ADRCs to adjust requirements through the end of the year:
 - The home visit deadline will be moved to 15 days from 10 days.
 - Verbal signatures are being allowed with enrollment counseling.
- There are three new positions that will be hired once the 2022 county budget passes on November 9, 2021:
 - Full Time APS Social Worker
 - Full Time Community Health Educator
 - .75 FTE Human Services Support Specialist
- Two Administrative support staff positions will be moving back under the ADRC.

ADRC Manager Report – Mary Smith

- Staff are working on employee evaluations.
- The employee evaluation process has been streamlined.
- The 2022 Department of Transportation grant application is being finalized. There will be a public hearing about the grant application on November 29, 2021.

ADRC Coordinator Report – Lisa Bittman

- Staffing Update:
 - The following staff have been hired:
 - Part-time Caregiver Support person
- Lisa Bittman has been working on revising and computerizing the annual consumer satisfaction surveys.

Health and Human Services Board Report – Mary Baer

- There is a shortage of mental health professionals to staff the Mental Health Center.
- Dan Driscoll, Veteran Services Officer, gave a presentation to the HHS board.
- The HHS board passed a bylaw revision for a 3-month trial period, that would allow, with permission, board members to attend the HHS board meetings virtually.

Health and Human Services Committee Report – Joel Gaughan

- The HHS Committee's presentation was well received at the County Board.
- The Finance Committee met on November 3, 2021 and unanimously recommended the entire budget be approved.

Agency Announcements and Updates

None

Public Comment

None

Adjourn

Vice Chair Wolff called for a motion to adjourn the meeting at 10:50 a.m. Carla Friedrich moved to adjourn; Joel Gaughan seconded the motion. All in attendance approved. Motion carried.

Minutes respectfully submitted by Sally DuPont.

Approved: _____

Sandra J. Fredling

Date: _____

12-2-21

