

Minutes



ADRC Executive Committee Meeting

Monday, August 10, 2020 @ 1:00 PM
Shawano County Department of Human Services
W7327 Anderson Ave, Shawano WI 54166

Members Present:

Kristy Malone designee for Alpha Creapeau - Director of Human Services Stockbridge-Munsee Community, Richard Kane - Director Shawano County Human Services, Mike Reimer - Director Oconto County Health and Human Services, Shannon Wilber - Director Menominee County Human Services

Members Absent:

Others Present:

Kim Wolfmeyer - ADRC Director, Kristine Tuma - Fiscal Support Specialist

1. Call meeting to order.

Called to order at 1:02 pm by Chairperson Kane.

2. Approve minutes from previous meeting.

Motion made by Wilber, second by Reimer, to approve the July 13, 2020 minutes. All aye. Motion carried.

3. Motion to deviate from the order of the agenda, if necessary.

No action was taken to deviate from the posted agenda.

4. Approval of accounts payable for the ADRC of the Wolf River Region.

Motion made by Wilber, second by Reimer, to approve the bills and vouchers as presented. All aye. Motion carried.

5. Department update regarding COVID-19.

The ADRC is currently in phase one of the state ADRC reconstitution plan. ADRC staff are primarily contacting customers over the phone or electronically. There have been multiple Zoom meetings. There have been over 100 long term care functional screens completed through phone or virtual contact. The ADRC is having virtual or phone contact with customers, power of attorneys and guardians related to the nursing home closure in Shawano County.

ADRC doors are open and there has been increasing walk-in contact with customers. Donated masks are available for customers who arrive and do not have a mask. It is required that all customers wear masks while at the ADRC or in buildings where the ADRC is located. The ADRC has installed a screen in the reception area in Oconto Falls. Screens are also available for meetings with walk-ins. Staff are practicing social distancing.

The ADRC received a grant from the State to assist costs associated with COVID-19. The grant is sum certain and ends in 2020.

It was noted that Malone joined the meeting at 1:10 pm.

6. Review, discuss and approve the ADRC 2021 Budget and Budget Forms.

Budget packets were handed out to all Committee members for review. After review and discussion, Reimer motioned to approve the ADRC 2021 budget and budget forms. Second by Wilber. All aye. Motion carried.

7. Update on hiring of Dementia Care Specialist (DCS).

Interviews for the Dementia Care Specialist (DCS) positions were just completed. Once a candidate has been hired, they will be brought to an upcoming Committee meeting for introductions.

8. SAMS Report - Information & Assistance.

The ADRC Director presented information regarding customers served by ADRC staff. In the month of July 2020, Information & Assistance Specialist (I&A) staff members had 1,177 contacts with persons or organizations in our service area. Common topics discussed included public benefits, housing, and home services.

9. Benefit Specialists Reports.

The ADRC Director presented information regarding the number of contacts the Disability Benefits Specialists (DBS) had in the month of July 2020. The DBS workers had 103 open cases. The most common assistance provided is assistance with the Social Security Disability application process and understanding benefits.

The Elder Benefit Specialist (EBS) had 73 clients in the month of July 2020. The most common assistance provided is with Medicare and retirement benefits.

10. Aging and Disability Resource Center Status Report.

Maple Lane Health Services nursing home will be closing. ADRC staff have been contacting residents to offer option information and to assist with public funding screening if requested as they transition to other living arrangements. The state is facilitating virtual meetings with the ADRC, Managed Care Organizations and Ombudsman to ensure this transition goes smoothly for all residents.

The State is beginning to offer ADRC / ADRS Skills Trainings again. These trainings will now be held virtually.

The ADRC is in the process of updating the resource directory for 2021. These directories are expected to be out in December of 2020.

The ADRC will have an intern beginning at the end of August. This intern is in the process of getting her BSW from UW-Green Bay. She will be working out of both the Oconto Falls and Shawano office locations with time spent in Menominee and the Stockbridge-Munsee Elderly Center. The intern will be attending an Executive Committee meeting in the future.

11. Committee member comments or new business to be considered at a future meeting.

None.

12. Set next meeting date.

The next tentative ADRC Executive Committee meeting will be held on Monday, September 14, 2020 at 1:00 pm. The tentative meeting place is at Shawano County Human Services.

13. Adjournment.

Motion to adjourn the meeting made by Reimer. Second by Wilber. Kane adjourned the meeting at 1:44 pm.

Recorded by: Kristine Tuma, Fiscal Support Specialist