

Minutes



ADRC Executive Committee Meeting

Monday, December 14, 2020 @ 1:00 PM
Shawano County Department of Human Services
W7327 Anderson Ave, Shawano WI 54166

Members Present:

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

Members Absent:

Others Present:

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

1. Call meeting to order.

Called to order at 1:01 pm by Chairperson Kane.

2. Approve minutes from previous meeting.

Motion made by Reimer, second by Wilber, to approve the November 9, 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. ADRC department update regarding COVID-19.

All ADRC offices are currently closed but staff are available via phone calls or video conferencing. Due to the continuous increase in cases, there is no anticipated date to re-open offices at this time.

6. Discussion regarding reinvestment into ADRCs and letters of support.

The State created a resolution to support increased funding for Aging and Disability Resource Centers. This resolution has been brought to the Menominee County Board, Shawano County Human Services Board and the ADRC Governing Board. All boards approved this resolution. The resolution will be going to the Shawano County Board on December 16, 2020.

7. It is anticipated that a motion will be made and seconded to go into closed session pursuant to Section 19.85(1)(c), Wis. Stats., to discuss budget and personnel of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Motion made by Wilber, seconded by Reimer, for the ADRC Executive Committee to go into closed session pursuant to Section 19.85(1)(c), Wis. Stats. Roll call vote: Kane, aye; Reimer, aye; Wilber, aye; Malone, aye.

8. It is anticipated that a motion will be made and seconded to come out of closed session, and to take action as needed on closed session item, and continue with the agenda.

Motion made by Reimer, seconded by Wilber, for the ADRC Executive Committee to come out of closed session. Roll call vote: Kane, aye; Reimer, aye; Wilber, aye; Malone, aye.

After closed session, Wilber motioned to approve the Supervisory Evaluation of the ADRC Director as presented. Second by Malone. All aye. Motion carried.

9. SAMS Report - Information & Assistance.

The ADRC Director presented information regarding customers served by ADRC staff. In the month of November 2020, Information & Assistance Specialist (I&A) staff members had 876 contacts with persons or organizations in our service area. Common topics discussed included the need for home care services, transportation, publicly funded programs and nursing home relocation.

10. Benefit Specialists Reports.

The ADRC Director presented information regarding the number of contacts the Disability Benefits Specialists (DBS) had in the month of November 2020. The DBS workers had 159 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 91 clients in the month of November 2020. The most common assistance provided is with Medicare and retirement benefits. Open enrollment for Medicare services ended on December 7, 2020.

The Dementia Care Specialist (DCS) is offering many educational trainings and caregiver programs virtually. In partnership with the Tribal DCS in Menominee County, the Silver Society Club, weekly caregiver call-in support group, and monthly dementia educational trainings are being offered. Other programs include the caregiver series, book club and Dementia Care Partner Music Choir.

11. Aging and Disability Resource Center Status Report

The position of Information & Assistance Specialist in Oconto County is vacant within the ADRC. Interviews to refill this position were conducted in the beginning of December. A qualified candidate was chosen from those interviewed and she accepted the position. This individual will be starting her position with the ADRC in the beginning of January.

The ADRC is providing information to the community regarding the flu shot and different area agencies that offer the shot. ADRC staff will also be speaking with customer about the flu shot and including flu shot information in mailings.

The 2021 Scope of Services between the ADRC and the State of Wisconsin is complete. Some changes to the contract include shortening timeframes for functional screens to be completed and submitted, making sure ADRCs are prepared to work remotely in case of any emergencies, changes to determining staff qualifications and defining ADRC services as essential services.

The ADRC Governing Board nominated and voted to have Kathy Gohr be the ADRC Governing Board Secretary.

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

None.

13. Set next meeting date.

The next tentative ADRC Executive Committee meeting will be held on Monday, January 11, 2021 at 1:00 pm. The tentative meeting place is at Shawano County Human Services.

14. Adjournment.

Motion to adjourn the meeting made by Wilber. Second by Malone. Kane adjourned the meeting at 1:30 pm.

Recorded by: Kristine Tuma, Fiscal Support Specialist