

Minutes



ADRC Executive Committee Meeting

Monday, July 13, 2020 @ 1:00 PM
Shawano County Human Services
W7327 Anderson Ave, Shawano WI 54166

Members Present:

Alphia 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 1:00 pm by Chairperson Kane.

2. Approve minutes from previous meeting.

Motion made by Wilber, second by Reimer, to approve the June 8, 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 Creapeau, second by Wilber, to approve the bills and vouchers as presented. All aye. Motion carried

5. Discussion and possible approval of Grant Agreement Modification between the ADRC and the State of Wisconsin Department of Health Services.

The ADRC has received a Grant Agreement Modification between the State of Wisconsin Department of Health Services and the ADRC. This grant is for funding to assist with costs accrued due to the COVID-19 virus. Reimer made a motion to approve this contract. Second by Creapeau. All aye. Motion carried.

6. Discussion and possible approval to refill the position of Dementia Care Specialist within the ADRC.

The position of a Dementia Care Specialist is vacant within the ADRC. Reimer made a motion to authorize hiring for this position. Second by Wilber. All aye. Motion carried.

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

After closed session, Reimer made a motion to eliminate the position of Office Assistant I within the ADRC effective immediately. Second by Creapeau. All aye. Motion carried.

9. Aging and Disability Resource Center Status Report.

Billing for the month of June was 44%.

The ADRC is still offering the monthly Alzheimer's disease classes, however, these classes are now being done virtually or over the phone.

The ADRC will have an intern beginning at the end of August. This intern is in the Bachelors of Social Work program at UW-Green Bay and will primarily be working out of the Oconto County office.

The ADRC will be placing ads in multiple newspapers in our region. These ads will inform the community about services the ADRC is able to assist with specifically during COVID-19.

Oconto County Commission on Aging has hired an Elder Benefit Specialist.

The ADRC Director presented information regarding customers served by ADRC staff. In the month of June of 2020, Information & Assistance Specialist (I&A) staff members had 1,335 contacts with persons or organizations in our service area. Common topics discussed included public benefits, in-home services, and questions regarding COVID-19.

The Disability Benefit Specialist (DBS) workers had 96 open cases in the month of June 2020. The most common assistance provided is assistance with the Social Security Disability application process and understanding benefits.

The Elder Benefit Specialist (EBS) had 41 clients in the month of June 2020. The most common assistance provided is with Medicare and retirement benefits.

The ADRC put together caregiver bags to hand out and have available for Emergency Management Services or caregivers requesting assistance to utilize. These caregiver bags include items such as fidget items for those with Alzheimer's disease, books for caregivers, and file of life pouches.

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

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

None.

11. Set next meeting date.

The next tentative ADRC Executive Committee meeting will be held on Monday, August 10, 2020 at 1:00 pm. The tentative meeting place is at Shawano County Human Services.

12. Adjournment.

Motion to adjourn the meeting made by Wilber. Second by Reimer. Kane adjourned the meeting at 1:26 pm.

Recorded by: Kristine Tuma, Fiscal Support Specialist