



## Minutes

### **ADRC Executive Committee Meeting**

**Monday, June 10, 2019 @ 1:00 PM**

**DHS Fellman Center, 607 E Elizabeth St., Shawano WI**

#### **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 1:00 pm by Chairperson Kane.

#### **2. Approve minutes from previous meeting.**

Motion made by Reimer, second by Wilber, to approve the May 13, 2019 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 ADRC accounts payable for the period of 05/07/2019 - 06/03/2019.**

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

#### **5. Update on refill of Disability Benefit Specialist position.**

The vacant position for a Disability Benefit Specialist has been posted. The position will remain posted until 06/14/2019. At that time, all applications will be reviewed and interviews will be scheduled with qualifying applicants.

#### **6. Update on carryover request.**

The ADRC was granted the request for carryover. The carryover will be used as approved by the State for expenses related to the ADRC Shawano move, changes in Oconto Falls and the purchase of equipment.

#### **7. SAMS Report - Information & Assistance.**

Kim Wolfmeyer presented information regarding customers served by ADRC staff. In the month of May 2019, Information & Assistance Specialist (I&A) staff members had over 1,400 contacts with persons or organizations in our service area. Common topics discussed included in-home caregivers, transportation and other public benefits.

#### **8. Disability Benefit Specialist Report.**

Kim Wolfmeyer presented information regarding the number of contacts the Disability Benefits Specialist (DBS) had in May 2019. The DBS worker had 98 open cases. The most common assistance provided is assistance with the Social Security Disability application process and understanding benefits.

**9. Aging and Disability Resource Center Status Report.**

Billing for the month of May was 49%.

The ADRC Annual Update was submitted and accepted by State.

Lakeland Care District Inc. provides Tribal Case Management for those who are Family Care eligible and requesting this service. At this time, there is a wait list to receive a Tribal Case Manager. Interested individuals have the option to still receive care management through Lakeland Care District Inc. while they wait for Tribal Case Management or they can request Tribal Case Management at the ADRC and the a list will be discussed with the Tribal Aging Director.

The ADRC Governing Board will appoint the new At-Large member at the upcoming Governing Board meeting. There have been many applicants interested in this position, which is a 3 year term on the ADRC Governing Board.

The ADRC will be creating a resolution to potentially hire 2 new Dementia Care Specialists. The ADRC is working to have this new position posted by the end of July 2019, if approved by the Committees and Boards in the county.

Menominee County Human Services is having an open house on Friday, June 28th from noon - 6:00 pm. The ADRC will be in attendance at this event to pass out information.

The ADRC participated in Sundrop Dayz by working the concession booth for the Wolf River Dementia Network. All proceeds went to the Dementia Network Forget Me Not Fund.

The ADRC has participated in many outreach and educational events in the region. Along with offering an in-home safety seminar at the ADRC office in Oconto Falls, the ADRC was also present at the Oconto County Health and Safety Fair, as well as the Friends of Hospice event in Shawano. The ADRC will also have a booth at both the Shawano and Oconto County Fairs.

**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, July 8, 2019 at 1:00 pm. The tentative meeting place is at Shawano County Human Services – Fellman Center.

**12. Adjournment.**

Motion to adjourn the meeting made by Reimer. Second by Wilber. Kane adjourned the meeting at 1:18 pm.

Recorded by: Kristine Tuma, Fiscal Support Specialist