

Minutes



ADRC Governing Board Meeting

Tuesday, March 9, 2021 @ 1:00 PM

**Shawano County Department of Human Services Room
115**

W7327 Anderson Ave, Shawano WI 54166

Members Present: Richard Ferfecki, Kathy Gohr, Stephanie Holman (Virtual), James Lowey, Forrest Perez, Joe Stellato, Terrie Terrio, Lynnae Zahringer

Members Absent: Leslie Peters

Others Present: Kim Wolfmeyer - ADRC Director, Kristine Tuma - Fiscal Support Specialist, Lisa Crandall - Information & Assistance Specialist, Melissa Rosenow - Disability Benefit Specialist

1. Call meeting to order.

Called to order at 1:04 pm by Chairperson Stellato.

2. Approve minutes from previous meeting.

Stellato noted a spelling error in the minutes. The error will be corrected. Motion made by Gohr, second by Lowey, to approve the December 8, 2020 minutes. All aye. Motion carried.

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

Motion made by Ferfecki to deviate from agenda if necessary. Second by Gohr. All aye. Motion carried.

4. Introduction of new Information & Assistance Specialist.

Lisa Crandall is the newly hired Information and Assistance Specialist working out the Oconto Falls office. Lisa's start date with the ADRC was on January 8, 2021. Lisa has previous experience working with a guardianship agency in the area and Maple Lane.

The Aging & Disability Resource Center has a staff member retiring on March 11, 2021. This position will be posted and refilled due to the necessity of the position and continued high number of contacts by community members.

It was noted that Lisa left the meeting at 1:07 pm.

5. ADRC update regarding COVID-19.

ADRC offices are currently closed but staff are available via phone calls and video conferencing. Customers are able to schedule appointments to meet with staff in the office. ADRC offices will re-open on April 5, 2021. Customers will be encouraged to make appointments to meet with staff prior to coming to the office. Space is available for social distancing and masks will continue to be required. ADRC staff are able to pick up and drop off documents at customer homes to help customers whenever needed. COVID safety kits have been put together for customers and those who request them.

6. Discussion regarding program updates due to the pandemic.

Melissa Rosenow, Disability Benefit Specialist with the Aging & Disability Resource Center, spoke about changes to programs due to the Federal Health Emergency.

It was noted that Melissa left the meeting at 1:19 pm.

7. Update on ADRC grant funding for 2021.

The ADRC received the contracts grants for 2021. The based ADRC Contract, Dementia Care Specialist, Nursing Home Transition, Medicare Improvements for Patients and Providers Act (MIPPA) and the State Health Insurance Assistance Program (SHIP) Grant were all received and signed by the appropriate parties.

8. Update on ADRC Governing Board Per Diem.

ADRC Executive Committee approved the \$60 per diem, along with the IRS mileage rate reimbursement, for the Governing Board for 2021.

9. Information on ADRC Governing Board Terms.

Two members on the Governing Board have completed their first three year term. One member will remain on the Governing Board through the second term and the second stated they would be on the Board through their term of office, which is through October 2021.

10. SAMS Report - Information & Assistance.

The ADRC Director presented information regarding customers served by ADRC staff. In the month of February 2021, Information & Assistance Specialist (I&A) staff members had 1,003 contacts with persons or organizations in our service area. Common topics discussed included in-home care services, long term care benefits, and housing.

11. Benefit Specialists Reports.

The ADRC Director presented information regarding the number of contacts the Disability Benefits Specialists (DBS) had in the month of February 2021. The DBS workers had 154 open cases. The most common assistance provided is assistance with the Social Security Disability application process and understanding benefits.

The Dementia Care Specialist is offering many educational trainings and caregiver programs at this time. Programs are being held virtually. Many of the programs are in partnership with the Tribal Dementia Care Specialist for the Menominee Tribe. Currently, the programs being provided are the Memory Café, weekly caregiver call-in support group, and monthly dementia educational trainings. Other programs include the Powerful Tools for Caregivers, a book club and caregiver activities sessions. Flyers and handouts were available for Governing Board members.

12. Aging and Disability Resource Center status report.

Information & Assistance Specialists will be enrolling IRIS program participants with Fiscal Employer Agents as of April 1, 2021. There are currently five organizations that provide this service. Wisconsin has provided Fiscal Employer Agent scorecards for IRIS program participants to view when making a choice. The Aging & Disability Resource Center is unbiased and does not provide information other than the scorecard.

The proposed Governor's Budget for 2021 - 2023 is available for review. The ADRC Director gave information on initial proposals in the budget that would relate to ADRC's. The proposed budget will still need to be reviewed by the Joint Finance Committee and Legislature prior to being approved. Changes are possible and likely to occur.

Managed Care Organizations are not able to involuntarily dis-enroll individuals from programs due to the pandemic at this time.

As part of a grant the State of Wisconsin received, staff who provide options counseling must have two of their appointments observed and reviewed. At least one of the observation forms must be forwarded to the Office for Resource Center Development. This requirement was waived in 2020 due to the pandemic but will not be waived for 2021.

All Board members received information on grants and expenses for 2020.

13. Per diem and mileage approval for today's meeting.

Motion made by Lowey, second by Zahringer, to approve the per diem and mileage for the March 9, 2021 Governing Board meeting. All aye. Motion carried.

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

None.

15. Set next meeting date.

The next tentative ADRC Governing Board meeting will be held on Tuesday, June 8, 2021 at 1:00 pm.

16. Adjournment.

Motion to adjourn the meeting made by Ferfecki. Second by Terrio. Stellato adjourned the meeting at 1:59 pm.

Recorded by: Kristine Tuma, Fiscal Support Specialist