

## Minutes



### **ADRC Executive Committee Meeting**

**Monday, May 10, 2021 @ 1:00 PM**  
**Shawano County Department of Human Services**  
**Building A, Room 115**  
**W7327 Anderson Ave, Shawano WI 54166**

**Members Present:** Richard Kane - Director Shawano County Human Services, Mike Reimer - Director Oconto County Health and Human Services, Bonnie Retzlaff designee for - Director Menominee County Human Services

**Members Absent:** Kristy Malone designee for - Director of Human Services  
Stockbridge-Munsee Community

**Others Present:** Kim Wolfmeyer - ADRC Director, Mary Jo Ruleau - Dementia Care Specialist, Mary Woepse - Information & Assistance Specialist, 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 Retzlaff, to approve the April 12, 2021 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. Introduction of new Information & Assistance Specialist.**

Mary Woepse is the newly hired Information and Assistance Specialist working out of both the Oconto Falls and Shawano office locations. Mary has previous experience working for Brown County in child support.

Mary Jo Ruleau was also introduced to the Committee. Mary Jo is the Dementia Care Specialist with the ADRC of the Wolf River Region. Mary Jo has previous work experience with a Managed Care Organization as well as working for the ADRC of Marinette County and Marinette County Elderly Services.

It was noted that Mary Woepse and Mary Jo Ruleau left the meeting at 1:05 pm.

#### **5. Approval of accounts payable for the ADRC of the Wolf River Region.**

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

#### **6. All agency meeting on April 15, 2021.**

On April 15, 2021, the ADRC facilitated the All Agency meeting at the Shawano ADRC office and via Zoom. Many agencies attended including Income Maintenance, Menominee County Income

Maintenance, Adult Protective Services, Inclusa, Lakeland Care, Connections, TMG, and Advocates 4 You. Many topics were discussed including streamlining processes and reviewing procedures. The All Agency meeting is held quarterly.

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

The ADRC Director presented information regarding customers served by ADRC staff. In the month of April 2021, Information & Assistance Specialist (I&A) staff members had 1,029 contacts with persons or organizations in our service area. Common topics discussed included in-home care services, long term care benefits, nursing home relocation, and youth in transition services.

#### **8. Benefit Specialists Reports.**

The ADRC Director presented information regarding the number of contacts the Disability Benefits Specialists (DBS) had in the month of April 2021. The DBS workers had 132 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 62 clients in the month of April 2021. The most common assistance provided is with Medicare and retirement benefits.

The Dementia Care Specialist (DCS) is offering many educational trainings and caregiver programs. Programs are being held both virtually and in-person. Many of the programs are in partnership with the Tribal Dementia Care Specialist for the Menominee Tribe and the DCS of Marinette County. Currently, the programs being provided are the weekly caregiver call-in support group, caregiver activity sessions, book club, Powerful Tools for Caregivers, and boost your brain.

The DCS is offering a free Dementia Friendly Business training to any businesses or organizations in the area that are interested. Save A Lot Food Store in Keshena is the first business in the region to complete this training. Other businesses are signed up to complete this training as well.

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

ADRC staff are going out to customer homes to do home visits. Staff are required to wear a mask and practice social distancing. Evening appointments are available for those who need this option.

The ADRC is applying for a grant in conjunction with other area ADRCs and agencies. This grant is to help provide funding for equipment, staff training, and dementia awareness.

The position of ADRC Resource Specialist for the Stockbridge-Munsee Community will be vacant as of May 14, 2021. This position will be refilled.

#### **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, June 14, 2021 at 1:00 pm. The tentative meeting place is at Shawano County Human Services.

#### **12. Adjournment.**

Motion to adjourn the meeting made by Reimer. Second by Retzlaff. All aye. Kane adjourned the meeting at 1:23 pm.

Recorded by: Kristine Tuma, Fiscal Support Specialist