

**EXECUTIVE COMMITTEE MINUTES**  
**ADRC OF THE WOLF RIVER REGION**  
**November 9, 2015**

**Members Present:** Craig Johnson, Richard Kane, Kristy Malone

**Members Excused:** Barbara Nelson, Steven Davids

**Others Present:** Kim Wolfmeyer, Kristine Tuma

**Location & Time:** Shawano County Department of Human Service – Fellman Center  
607 East Elizabeth Street                      Shawano WI 54166  
November 9, 2015                                      1:00 P.M.

- 1) **Call to Order:** Meeting was called to order at 1:00 pm by Richard Kane. It was noted that the meeting notices were properly posted.
- 2) **Approval of Agenda:** It was noted that the agenda was complete and accurate for this month’s meeting. Motion to approve agenda by Craig Johnson. Second by Kristy Malone. All aye. Motion carried.
- 3) **Approval of October 13, 2015 Minutes:** It was noted that the minutes from last month’s meeting were complete and accurate. Motion to approve minutes by Craig Johnson. Second by Kristy Malone. All aye. Motion carried.
- 4) **Public Comments or Correspondence:** Kim Wolfmeyer, ADRC Director, received a thank you letter from a consumer who worked with Amber Chapin and appreciated all the hard work she put into assisting their mother with services. Amber is an Information and Assistance Specialist (I&A) in the Shawano County office.

Kim Wolfmeyer received a thank you letter from Zion Church in Shawano thanking the ADRC for participating in the Zion Health Fair in October.

Kim Wolfmeyer received a thank you letter from Sherry Schuelke, the ADRC’s Regional Quality Specialist. She wanted to thank all ADRC staff for their hard work during the Family Care enrollment and to congratulate the ADRC on finishing up all enrollments required by our ADRC.

- 5) **A Motion May Be Made, and Seconded, to Deviate From the Posted Agenda:** No action was taken to deviate from the posted agenda.
- 6) **Approval of the Vouchers for the period of 10/10/2015 – 11/06/2015:** Vouchers were distributed and reviewed by the Executive Committee. The ADRC accounts payable costs totaled \$50,317.12 paid during the time frame of 10/10/2015 – 11/06/2015. Motion by Kristy Malone to approve, second by Craig Johnson. All aye. Motion carried.
- 7) **Discussion of Family Care Waitlist in Oconto County and Family Care Rollout in Shawano County:** Kim Wolfmeyer discussed how many enrollments have been completed in each of the counties the ADRC serves. Shawano County began Family Care rollout on May 1, 2015. ADRC staff have met with all Shawano County residents who were on waiver services to offer them enrollment counseling and discuss Family Care options within our region. At this time, all individuals in Shawano County have been enrolled into Family Care or IRIS.
- Oconto County began Family Care in June of 2015. ADRC staff are working on the Oconto County waitlist. 5 individuals from this waitlist have been enrolled into Family Care or IRIS with a November 1, 2015 start date.
- Menominee County began the Family Care rollout on October 1, 2015. There are 13 individuals who have been enrolled in either Family Care or IRIS. ADRC staff have met with all of these individuals and all of them had a start date of November 1, 2015.
- 8) **Update on Remodel at the Stockbridge-Munsee Community Elderly Center:** Kristy Malone discussed the update on information regarding the remodel of the Stockbridge-Munsee Elderly Center. There Stockbridge-Munsee Community had informational meetings with the Elders to discuss possible changes and get their input on the remodel. Of the two draft sketches present to the Elders, they selected the one that they thought would work best for their community. The plan is to begin construction in January for 2016 and have the building completed in November of 2016.
- 9) **Discussion Regarding Family Care/IRIS 2.0:** There have been public hearings taking place around Wisconsin where there has been little discussion regarding the Family Care/IRIS 2.0 that is still in the planning process. Once more information is available Kim will bring it to the Executive Committee.

- 10) **Aging and Disability Resource Center Status Report:** The October 2015 time reporting percentage was approximately 42%.

The Oconto County ADRC office is hosting a series of Alzheimer's Classes that are presented by the Alzheimer's Association. The first classes were held on August 25<sup>th</sup> and September 22<sup>nd</sup>. The next class is scheduled for October 27<sup>th</sup> at 1:00 pm. These classes are free and open to the public.

The Draft version of the 2016 contract between the State of Wisconsin and the ADRC of the Wolf River Region was distributed to all Executive Committee members. Due to changes in the contract, the ADRC will most likely be making possible changes to their logo, website, signage and telephone systems. Other contact changes include; but are not limited to; changes in the client reporting systems, logging calls, consistency in ADRC staff trainings and the hearing loop systems. Encounter Reporting is currently due quarterly. Beginning in 2016 it will be due monthly.

The ADRC is in the process of creating a Memorandum of Understanding (MOU) between the Menominee Indian Tribe of Wisconsin Aging and Disability Resource Specialist and the ADRC of the Wolf River Region.

The ADRC of the Wolf River Region has logged more than 10,000 calls year to date for 2015. The most common topic for calls is publically funded programs.

- 11) **Any Topics to be Discussed at a Future Meeting:** Family Care Update, Family Care/IRIS 2.0, Update on the Stockbridge-Munsee Remodel, Contracts for Approval (DEN, State Contract Updates)
- 12) **Next Meeting Date:** The next tentative ADRC Executive Committee meeting will be held on December 14, 2015 at 1:00 pm. The tentative meeting place is at Shawano County Human Services – Fellman Center.
- 13) **Adjournment:** Richard Kane adjourned the meeting at 1:35 pm.

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Barbara Nelson, Chair

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Richard J Kane, Secretary

Recording Secretary: Kristine Tuma, Office Manager