

AGING AND DISABILITY RESOURCE CENTER COMMITTEE MEETING MINUTES

COMMITTEE: Aging & Disability Resource Center Committee
DATE: Thursday, June 9, 2016 **TIME:** 8:15 a.m.
PLACE: West Square Building, Third Floor County Board Gallery, Room 326A
505 Broadway, Baraboo, Wisconsin 53913

ATTENDEES: Moore, Spencer, Kriegl, Dahl, Kreuger, Blodgett, Tyczynski

SUBJECTS FOR DISCUSSION:

1. Call to Order and Certify Compliance with Open Meeting Law; Meeting called to order at 8:20 a.m. and Certified to be Compliance with Open Meeting Law.
2. Adopt Agenda; Motion to adopt agenda by Spencer, second by Moore. Motion carried.
3. Adopt Minutes of Previous Meeting; Motion to adopt minutes of previous meeting by Moore, second by Spencer. Motion carried.
4. Public Comment; None
5. Communications; None
6. Next Meeting Date: Thursday, July 14, 2016, 8:15 a.m., West Square Building, Third Floor County Board Gallery Room 326A; committee will consider changing meeting time to accommodate a move to meeting room 213. Newkirk will bring availability of this room to next committee meeting.
7. Veterans Service Office Business Items

A. Veterans Service Office Departmental Updates and Service Trends

Programs: Veterans Service Commission met on June 8 and discussed how to communicate when VSO or VSC receives an application for assistance; decided to use email to ensure timeliness; VSO received application from decedent of a WWII veteran asking for assistance with funeral costs, VSO had to deny due to parameters of typical assistance approvals but will meet to explain why request was denied and suggest possible alternative means of assistance; National training conference was beneficial—it was helpful to hear directly from central office in DC rather than the information that trickles down.

Goals: On track for 2016 goals for federal and state applications; mailed out 11 letters to veterans with no contact for five or more years—2 returned as undeliverable and four have not replied; working on finalizing date and location of PTSD training.

B. 2017 Budget Discussion

Board members given copy of mission, vision and goals for 2016; will discuss further during next meeting.

C. Review the Monthly Financial Statements

Kriegl asked why property tax was listed at just over 30% for nearly half of the year. Tyczynski is not sure as Crystal Reports generates this numbers but he will speak with Accounting.

D. Consideration and Approval of the Monthly Invoices; Motion to approve Monthly Invoices by Moore, second by Spencer. Motion carried.

8. Aging & Disability Resource Center Business Items

- ### A. Introduction of Becky Dahl, Regional ADRC Manager; Dahl provided overview of Wisconsin ADRCs and how they are managed and operated; explained that there are 28 single-county ADRCs and 48 multi-county ADRCs; Staffing is determined based on service area population and number of seniors within that population; Core services provided by ADRCs include I&A and DBS—EBS is not a core service.

The ADRC Contract is very specific—requires ADRCs to have a single governing board for entire region, a single name consistent throughout region, and consistency in printed material (business cards, forms, etc.). Our region (Eagle Country) has a single mission statement, one regional director, and local directors for all locations.

Baraboo is one of the busiest offices and data supports this—between 2015 and 2016, client contact has increased by over 80%, in-person contact has increased by over 40%, and home visits has increased by over 100%; Baraboo I&As serve more than double the number clients than any other county in Eagle Country.

SAUK COUNTY BOARD OF SUPERVISORS MEETING NOTICE/AGENDA, Continued

Future topic to discuss: other counties do not fund EBS because this is not a core service of ADRCs; we may need to think about pulling the ADRC funds going into this area to use for an additional I&A. A close look at all ADRC Eagle Country numbers will need to be done.

B. Aging & Disability Resource Center Departmental Updates and Service Trends

Programs: Distributed 75 park passes during Older American's Month; dining center picnics went well and brought in an increased number of clients and new clients—some of these new clients were referred to the ADRC for services; ADRC has been trained and is now dementia-friendly—will work to encourage the rest of Baraboo to become dementia-friendly; ADRC continues to look for a new Reedsburg dining site.

Will meet again to discuss the phone system changes; no definitive answer yet.

Goal: I&A has increased by 43%—goal was 10%; transportation is down by 6%, but the ADRC is continuing to search for a new driver to extend outreach to places like La Valle; nutrition is currently seeing an 8% increase—13% increase in HDM and a 1% decrease in congregate dining; to work on increasing transportation and congregate numbers, ADRC is planning to use the new bus driver to shuttle HDM clients from their homes to a congregate site a few days a week.

C. Review the Monthly Financial Statements

D. Consideration and Approval of the Monthly Invoices; Motion to approve Monthly Invoices by Moore, second by Spencer. Motion carried.

E. Discuss Beginning of 2017 Budget Process; Blodgett does not see need to change mission or vision—this will be discussed more at next meeting—but plans to discuss goals with ADRC staff and report next month for approval.

9. Aging & Disability Resource Center Advisory Committee/Transportation Coordination Committee Updates; During May 24 meeting Moore was elected as Chairperson, Demers was elected as Vice-Chair, and Ellington was elected as secretary.
10. Aging & Disability Resource Center of Eagle Country Board Update; No member from ADRC Committee yet—Hovde should be approved in July.
11. Public Comment
12. Agenda Items for Next Meeting
13. Adjourn; Motion to adjourn meeting by Spencer, second by Moore. Motion carried.

Adjourned at 10:35 a.m.

Any person who has a qualifying disability that requires the meeting or materials at the meeting to be in an accessible location or format should contact Sauk County (608-355-3269 or TTY 608-355-3490) between the hours of 8:00 A.M. and 4:30 P.M., Monday through Friday, exclusive of legal holidays, at least 48 hours in advance of the meeting so that reasonable arrangements can be made to accommodate each request.