



**Aging and Disability Resource Center
ADRC of Door County**

ADVISORY BOARD - NOTICE OF PUBLIC MEETING

MONDAY, May 15, 2017 - 3:00 P.M.
ADRC of Door County @Senior and Community Center
832 N. 14th Avenue, Sturgeon Bay, WI 54235

AGENDA

- 1. Call to Order at 3:00 p.m.**
- 2. Establish Quorum**
- 3. Adopt Agenda**
- 4. Approve Minutes from the 03/20/2016 Meeting**
- 5. Public Comment**

- 6. Old Business**
 - Building Project Update
 - SRC & ADRC Blending/Integration Update
 - Agency Goals 2017
 - Update Regarding Refill of Director's Position & Reorganization

- 7. New Business**
 - Operations Update
 - Waiting List Update
 - ITeam Status
 - Meeting With Friends at the Senior Center
 - Advisory Board Meeting Frequency
 - Legislative Committee Issues

- 8. Confirm Next Meeting Date and Time**
 - The next meeting is tentatively scheduled for June 19, 2017 and/or July 17, 2017 at 3:00 p.m.

- 9. Adjourn**

In compliance with the Americans with Disabilities Act, any person needing assistance to participate in this meeting should contact the Office of the County Clerk at (920) 746-2200. Notification 72 hours prior to a meeting will enable the County to make reasonable arrangements to ensure accessibility to that meeting.

Deviation from the printed order may occur.

Posted:

ADRC Advisory Board - Minutes

Monday, March 20, 2017 at 04:00 p.m.

Senior Resource & Community Center, 832 N. 14th Ave., Sturgeon Bay, WI

THESE MINUTES HAVE NOT BEEN REVIEWED AND APPROVED BY THIS BOARD AND ARE SUBJECT TO REVIEW AND REVISION BY THE BOARD AT THEIR NEXT REGULARLY SCHEDULED MEETING.

Business Meeting

1. Call to Order

- The meeting was called to order at 4:00 p.m. by Helen Bacon. Members present were: Helen Bacon, Christine Andersen, Julie Kudick, Lucille Kirkegaard, Tami Leist, and Tom Krueck. Members absent were Melissa Wolfe, Judy Larson, and Robert Sullivan. Other persons present were Jake Erickson, Joe Krebsbach. Barb Snow took minutes.

2. Establish a Quorum

- A quorum was established and the meeting continued.

3. Adoption of Agenda

- A motion was made by Julie Kudick, and seconded by Lucille Kirkegaard to adopt the agenda. The motion was carried unanimously.

4. Approve Minutes from 1/16/2017 Meeting

- A motion was made by Julie Kudick to approve the minutes and was seconded by Tami Leist. The motion was carried unanimously.

5. Public Comment - None

6. Old Business

- **Building Project Update (Joe) –**
 - **Temporary Office Space/Trailer Update**-The road was closed while putting a water line in for the new building. The floors are out and the construction timeframe is on target. Possible entry into the new building with work done on the building by December and moving in January (tentatively).
 - The 5 staff in the trailer will need to be out by May 1st. Within the next month the 3 APS workers will move to the government center and Lisa and Jessica will possibly move into the Senior Center. The Property Committee will be taking a tour of the new building and Helen mentioned possibly having the ADRC Committee to take a tour when it's further along, maybe in 3 months.
 - **SRC & ADRC Blending/Integration Update**- Discussed under New Business, Refill New Director Position.
- **Update SRC & ADRC blending.**
 - The Committee discussed the ADRC Advisory Committee and the Senior Services Advisory Committee merging possibly in June. Julie Kudick stated that she had some concerns about the boards merging.
- **Agency Goals 2017 (Handout)**
 - Joe discussed the S.M.A.R.T. GOALS handout with the Committee. The goals specifically discussed were goals 1 and 2, which are to improve outreach and reconnect and reengage our community partners. Joe plans to meet with the hospital and other community partners next week or the week after to improve connections and relationships between Programs, Community Partners and I-team. They are also discussing how to handle referrals and how they should be handled from Community Partners. Helen stated that education needs to be ongoing.
 - Barb Larson will facilitate a Dementia capable Advisory committee meeting on April 13th from 10-11:30 am at the Ridge Sanctuary in Baileys Harbor. Cori will attend on behalf of the Department. Julie K. asked who was getting invitations and is Health and Wellness invited. Joe stated he will send out an email to the ADRC Committee and will let Christy know if any ADRC Committee members want to go.

7. New Business

• Review of Terms/Bylaws

- The Committee discussed the interpretation of term limits according to the bylaws. According to Bylaws 2.2.1 and 2.2.2 the initial term will stagger Board Member term limits and after the initial appointment term members are able to serve 2 full terms. Terms are defined as 3 years (Page 2, Advisory Board Bylaws 2.2.2). The ADRC Advisory Committee agrees on the 3 year interpretation. Tom noted that it is good to have Northern Door involved as the Committee did not have a good geographic representation.

• Annual Report

- Joe stated that the updated Annual Report was self-explanatory.

• Discussion Regarding Refill of Director's Position & Reorganization

- The ADRC has gone through 4 Directors since 2013. There is very little stability for the staff and the Community. Joe wants feedback and ideas from the Committee. The ADRC started with a half time Director, 2 Information and Assistance Specialists and 1 Disability Benefit Specialist. Then they connected with Long Term Care, rolled into Family Care and took over Adult Protective Services during the last 4 years. Rachelle was to spend 6 months figuring out what is going on and then update Joe on the design standpoint and organization standpoint. The Director position goes to Admin tomorrow and then passed through the Human Services Board. Joe showed the Committee the functions of the ADRC Director as it is now and how he possibly sees it going forward. One idea he presented was taking all the Administration functions and rolling that into the Director responsibilities and creating a "Client Service Manager", Jake, to cover the Consumers and Staff responsibilities. Joe reported that the State goes through rapid changes and the Directors cannot keep up. He explained that this would possibly move Jenny Fitzgerald to full time to help with Volunteer Coordination and Activities. He is also not sure where the Nutrition Services and Caregiver Support Groups fits in the Organization chart. Questions brought up were; what are the areas we need to be paying attention to? Is APS too big? How do other Agencies handle their APS? Is there a transition from APS to I & A or is the community using APS when they should be using the I & A's? Is it possible to use I & A's and APS as a team? Do we have clear definitions between I & A and APS so the calls are directed to the right area? And are there some ways this board can be supportive to the next ADRC Director? Joe also stated that in 2014 there was \$19,000 going out in supportive services and \$60,000 in a 2 year timeframe. I & A's are to be short term case management, up to 90 days. APS had some cases open 6-7 years. Criteria needs to be established for services as well as how long to pay. Julie K. stated that we should look at similarities in counties and see what works and didn't work as well as getting input from stakeholders.

• Legislative Report – Skipped

• Review of Quarterly Status Report – Committee Reviewed report.

• Director's Report

8. Confirm Next Meeting Date and Time

- The next meeting of the ADRC Advisory Board will be held on Monday, May 15, 2017, at 3:00 p.m. at the Senior Resource & Community Center.

9. Adjourn

- A motion was made by Tom Krueck, to adjourn the meeting. The motion was seconded by Christine Andersen. The motion was carried unanimously. Meeting adjourned at 6:00 p.m.

Recorded by Barb Snow