



**Aging and Disability Resource Center Advisory Committee
NOTICE OF PUBLIC MEETING**

Monday, August 20th, 2018 - 3:00 P.M.
ADRC of Door County @ The Community Center
916 N. 14th Avenue, Sturgeon Bay, WI 54235

AGENDA

- 1. Call to Order at 3:00 p.m.**
- 2. Establish Quorum**
- 3. Review and Approve Agenda**
- 4. Review and Approve Minutes from the 7/16/2018 ADRC Advisory Committee Meeting**
- 5. Public Comment**
- 6. Committee Response**

- 7. Old Business**
 - Operations Update
 - Staffing Update
 - Three Year Aging Plan Update

- 8. New Business**
 - Relocation of Southern door Meal Site
 - 1-on-1 Interviews
 - Donation Requests
 - Unmet Needs
 - Frequency of Meetings
 - Meeting Code

- 9. Items to be placed on a future agenda**

- 10. Confirm Next Meeting Date and Time**
 - The next ADRC Advisory Committee meeting is tentatively scheduled for September 17th, 2018 at 3:00 p.m.

- 11. 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:

Joint ADRC Advisory Board & Nutrition Advisory Council - Minutes

Monday, July 16, 2018 at 3:00 p.m.

The Community Center, 916 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 meeting to order at 3:00

- The meeting was called to order at 3:00 p.m. by Helen Bacon. Members present were: Helen Bacon (ADRC), Megan Lundahl (NAC), Mike Green (ADRC & NAC), Christine Andersen (ADRC & NAC), Sue Clemens (NAC), Lynn Ballendux (NAC), Carmen Schroeder (NAC), Tom Krueck (ADRC), Judy Larson (ADRC). Absent were: Jenny Spude (NAC), Melissa Wolfe (ADRC), Tami Leist (ADRC), Carol Moellenberndt (ADRC), and Lucille Kirkegaard (ADRC). Other persons present were Jake Erickson, Jenny Fitzgerald and Joe Krebsbach. Barb Snow took minutes.

2. A quorum was established and the meeting continued.

3. Review and approve the agenda

- A motion was made by Megan Lundahl and seconded by Lynn Ballendux to adopt the agenda. The motion was carried unanimously.

4. Review and approve the Minutes of the 6/18/2018 Nutritional Advisory Council Meeting

- A motion was made by Christine Andersen to approve the minutes and was seconded by Megan Lundahl. The motion was carried unanimously.

5. Review and approve the Minutes of the 6/22/2018 ADRC Advisory Committee Meeting

- A motion was made by Judy Larson to approve the minutes and was seconded by Mike Green. The motion was carried unanimously.

6. Public Comment – No Public

7. Council Response – No Response Necessary

8. ADRC and NAC Advisory members introduced themselves to start off the meeting.

9. Old Business

• Operational Update.

- Jake referred to the letter that was included in the packet and sent out in the ADRC newsletter about the increase in the meal program's suggested contribution amount from \$4.00 to \$5.00 and the increase in the fitness room rate from \$5.00 to \$10.00 both effective starting on August 1st. The committee had questions on what they should tell consumers that are asking about the increase and why the fitness room cost doubled instead of a \$1 or \$2 increase. Jake explained that the increase in the fitness room will go into an equipment replacement fund and the increase in the meal program will go toward offsetting operational costs of the new building. If fitness room participants cannot afford to pay the new rate, they can talk to Jake or Jenny and an alternative payment amount will be explored. The committee suggested a discounted annual price versus a monthly cost for those that opt to pay annually. They would also like a cost of the new equipment and how to get donations or work on sponsorship of these areas. Jake agreed to put it on the agenda for the next meeting.
- Jenny provided a report on the new activities, classes and events such as; Brain Enrichment, 3 new computer classes, musicians, dance class, yoga class, exercise physiologist, Strong and Stable, Hearing Support Group, and the Brewers trip this fall to name a few; since we have been in the new building.

- August 1st Publicly Funded Long Term Care programs will reach entitlement. This means that there will no longer be a waitlist for anyone who is interested in assistance in Long Term Care programs such as Family Care or IRIS and other Long Term Care programs.
- The front public parking lot will be paved tomorrow. There will be a shuttle from the fairgrounds parking lot to the ADRC.
- **Staffing Update**
 - The Information & Assistance application has closed and Jake will be reviewing the applications and setting the interviews by next Wednesday. The committee asked for a copy of the description for the Information & Assistance position. Jake will bring it to the next meeting.
- **Review and Approve Three Year Aging Plan Draft**
 - Jake referred to the Executive Summary in the agenda packet. He explained that the Executive Summary summarized the whole Aging Plan on one page. He also pointed out the 3rd paragraph and discussed which concerns rose to the top as priorities, noting especially caregiver support and finding in-home care in northern Door and Washington Island.
 - Jake and Tom explained to the NAC what the one on one interviews were. Tom expressed his hope that the World Café approach will happen to prepare for the next 3 year Aging Plan. Lynn asked if they should sit down with people at lunch and talk to them. The NAC members expressed a strong interest in conducting a similar public feedback project.
 - Jake went over Section 6 Goals for the Plan Period with the committees. The committee members asked to change the wording in Focus Area 6-A Advocacy Related Events in the first goal to say "facilitate" versus "create. Jake reviewed the goals in Focus Area 6-B The Elder Nutrition Program and Focus Area 6-C Services in Support of Caregivers. In Focus Area 6-D Services to People with Dementia, Tom mentioned in the first and second goal to take out the number of anticipated participants since the program is new and there aren't any existing consumers to compare the project's effectiveness to. Also in the third goal Jake and Jenny discussed that we held 2 memory screening events last year and the goal is to expand to those types of services throughout all of Door county. Jake discussed Focus Area 6-E Healthy Aging and Focus Area 6-F Local Priorities.
 - Mike Green made a motion and Lynn Ballendux seconded the motion and the committees approved of the Three Year Aging Plan Draft.

10. New Business

- **Three Year Aging Plan Next Steps**
 - The next steps for the Three Year Aging Plan are listening sessions, a formal public hearing that is tentatively scheduled for September 11th at 12:45 p.m. The Human Services Board along with the ADRC Advisory Board and the Nutrition Advisory Council will meet in October to review and approve the final copy of the three year plan.
- **Unmet Needs**
 - Handicap spots
 - Transportation options from the car to the door.
- **Meeting Code – 716**

11. Future Agenda Items – Donations and fundraising information.

12. Confirm Next Meeting Date and Time

- The next Nutritional Advisory Council meeting is tentatively scheduled for August 17th, 2018 at 9:00am.
- The next ADRC Advisory Committee meeting is tentatively scheduled for August 20th, 2018 at 3:00 p.m.

13. Adjourn.

- Meeting was adjourned at 5:00 p.m.

The minutes for this meeting were recorded by Barb Snow.

GWAAR - DODGE CO COMMISSION ON AGING

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Cong Meals, FFY 2017 :	1442	1459	1340	1310	1287	1421	1313	1590	1656	1536	1837	1629
Cong Meals, FFY 2018 :	1796	1700	1546	1819	1534	1437	1354	1352	1283	1261	0	0
% Diff vs Prior Year :	25%	17%	15%	39%	19%	1%	3%	-15%	-23%	-18%	-100%	-100%
% Diff vs Prior Month :	10%	-5%	-9%	18%	-16%	-6%	-6%	0%	-5%	-2%	-100%	0%
2017 Total :	17,820			2018 Total :			15,082			% Diff : -15%		

GWAAR - DOOR CO SENIOR RESOURCE CENTER

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Cong Meals, FFY 2017 :	1349	1276	1115	976	1262	1434	1240	1369	1379	1222	1458	1391
Cong Meals, FFY 2018 :	1446	1161	1170	1102	1649	1921	1708	2074	1992	1792	0	0
% Diff vs Prior Year :	7%	-9%	5%	13%	31%	34%	38%	51%	44%	47%	-100%	-100%
% Diff vs Prior Month :	4%	-20%	1%	-6%	50%	16%	-11%	21%	-4%	-10%	-100%	0%
2017 Total :	15,471			2018 Total :			16,015			% Diff : 4%		

GWAAR - DUNN CO OFFICE ON AGING

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Cong Meals, FFY 2017 :	1405	1372	1347	1259	1166	1382	1224	1485	1451	1331	1411	1285
Cong Meals, FFY 2018 :	1434	1280	1155	1129	1165	1304	1264	1501	1352	1391	0	0
% Diff vs Prior Year :	2%	-7%	-14%	-10%	0%	-6%	3%	1%	-7%	5%	-100%	-100%
% Diff vs Prior Month :	12%	-11%	-10%	-2%	3%	12%	-3%	19%	-10%	3%	-100%	0%
2017 Total :	16,118			2018 Total :			12,975			% Diff : -19%		

GWAAR - EAU CLAIRE ADRC

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Cong Meals, FFY 2017 :	715	778	645	520	721	770	784	721	734	655	823	655
Cong Meals, FFY 2018 :	764	760	613	488	645	770	669	747	661	0	0	0
% Diff vs Prior Year :	7%	-2%	-5%	-6%	-11%	0%	-15%	4%	-10%	-100%	-100%	-100%
% Diff vs Prior Month :	17%	-1%	-19%	-20%	32%	19%	-13%	12%	-12%	-100%	0%	0%
2017 Total :	8,521			2018 Total :			6,117			% Diff : -28%		

GWAAR - FLORENCE CO AGING UNIT

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Cong Meals, FFY 2017 :	456	481	365	324	327	368	359	426	461	394	461	436
Cong Meals, FFY 2018 :	525	544	412	434	464	478	440	528	480	479	62	0
% Diff vs Prior Year :	15%	13%	13%	34%	42%	30%	23%	24%	4%	22%	-87%	-100%
% Diff vs Prior Month :	20%	4%	-24%	5%	7%	3%	-8%	20%	-9%	0%	-87%	-100%
2017 Total :	4,858			2018 Total :			4,846			% Diff : 0%		

GWAAR - DODGE CO COMMISSION ON AGING

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
HD Meals, FFY 2017 :	1738	1828	1789	1823	1803	1988	1670	1900	1890	1668	1969	1675
HD Meals, FFY 2018 :	1771	1777	1525	1938	1638	1996	2233	2271	2204	2062	0	0
% Diff vs Prior Year :	2%	-3%	-15%	6%	-9%	0%	34%	20%	17%	24%	-100%	-100%
% Diff vs Prior Month :	6%	0%	-14%	27%	-15%	22%	12%	2%	-3%	-6%	-100%	0%
2017 Total :	21,741			2018 Total :			19,415			% Diff : -11%		

GWAAR - DOOR CO SENIOR RESOURCE CENTER

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
HD Meals, FFY 2017 :	1387	1242	1338	1340	1284	1510	1314	1521	1523	1426	1632	1346
HD Meals, FFY 2018 :	1339	1263	1216	1133	1251	1461	1347	1525	1494	1335	325	0
% Diff vs Prior Year :	-3%	2%	-9%	-15%	-3%	-3%	3%	0%	-2%	-6%	-80%	-100%
% Diff vs Prior Month :	-1%	-6%	-4%	-7%	10%	17%	-8%	13%	-2%	-11%	-76%	-100%
2017 Total :	16,863			2018 Total :			13,689			% Diff : -19%		

GWAAR - DUNN CO OFFICE ON AGING

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
HD Meals, FFY 2017 :	1013	967	923	997	1070	1377	1104	1192	1197	973	1094	828
HD Meals, FFY 2018 :	992	962	915	995	949	922	793	853	772	851	0	0
% Diff vs Prior Year :	-2%	-1%	-1%	0%	-11%	-33%	-28%	-28%	-36%	-13%	-100%	-100%
% Diff vs Prior Month :	20%	-3%	-5%	9%	-5%	-3%	-14%	8%	-9%	10%	-100%	0%
2017 Total :	12,735			2018 Total :			9,004			% Diff : -29%		

GWAAR - EAU CLAIRE ADRC

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
HD Meals, FFY 2017 :	4434	4323	4612	3964	3774	4922	4063	4404	4469	4318	4648	4072
HD Meals, FFY 2018 :	4587	3584	4614	4328	4539	5001	4527	5014	4832	0	0	0
% Diff vs Prior Year :	3%	-17%	0%	9%	20%	2%	11%	14%	8%	-100%	-100%	-100%
% Diff vs Prior Month :	13%	-22%	29%	-6%	5%	10%	-9%	11%	-4%	-100%	0%	0%
2017 Total :	52,003			2018 Total :			41,026			% Diff : -21%		

GWAAR - FLORENCE CO AGING UNIT

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
HD Meals, FFY 2017 :	355	361	448	513	384	471	402	420	385	329	369	289
HD Meals, FFY 2018 :	317	273	203	263	234	270	306	340	299	300	33	0
% Diff vs Prior Year :	-11%	-24%	-55%	-49%	-39%	-43%	-24%	-19%	-22%	-9%	-91%	-100%
% Diff vs Prior Month :	10%	-14%	-26%	30%	-11%	15%	13%	11%	-12%	0%	-89%	-100%
2017 Total :	4,726			2018 Total :			2,838			% Diff : -40%		

County of Door
Information and Assistance Specialist

Job Title	Information and Assistance Specialist	Last Revision	10/26/2015
Department	Human Services	HR Reviewed	01/01/2017
Division	ADRC	Employee Group	General Municipal Employee
Report To	ADRC/Aging Program Director	FLSA Status	Non-Exempt
Pay Range	F	EEO Code	02 – Professionals

General Summary

This position responsible for providing the general public, but particularly adults who are elderly, physically disabled, developmentally disabled, or with mental health or substance abuse disorders, with information, referral, and assistance to a wide range of community resources; informing and educating people about their options; and assisting in connecting them to programs and services, including public and privately funded options. The Information and Assistance Specialist also provides intake, eligibility determination, and enrollment into and disenrollment from long term managed care. Regular attendance and punctuality along with being prepared to commence work at designated work locations, on the assigned or scheduled days and hours is expected.

Duties and Responsibilities

Essential Job Functions

1. Provides consumer driven customer service responses to requests for information to the residents of Door County.
2. Gathers sufficient information to accurately identify and clarify inquirer's problems and needs. Collects preliminary financial data (including medical and remedial expenses) and refers to Economic Support Unit for financial eligibility determination.
3. Provides follow-up as needed to determine outcomes and provide additional assistance in locating resources and arranging services.
4. Develops and implements action plans, short term service coordination / case management, to organize and direct in-home supportive services according to ADRC policy.
5. Assists in the identification of individualized counseling that reflects goals that are personally meaningful and attainable by consumers which address immediate, as well as longer term needs.
6. Administers the Long Term Care Functional Screen to determine functional eligibility.
7. Provides information about publicly funded long term care services and assists consumers throughout the eligibility determination and enrollment / disenrollment process with the Managed Care Organization.
8. Provides information about programs, services (public and private) and public benefits, makes referrals.
9. Participates in various transition activities designed to help youth who have a disability transition from school to the adult service system.
10. Participates in program development, marketing, and outreach activities, including representing the ADRC at public information fairs.
11. Problem solves with internal and external agencies on any concerns with clients as they relate to the independence and needs of the consumers served.
12. Performs home visits.

County of Door

Information and Assistance Specialist

General Job Functions

1. Participates in prevention activities, support groups, classes, Quality Assurance / Quality Improvement projects, and other initiatives.
2. Completes required recordkeeping and ADRC activity reporting and 100% time reporting in a timely manner. Maintains accurate and complete documentation including notes in the I & A database that contains accurate information without judgment.
3. Arranges work schedule as necessary or directed to meet the program and consumer service needs.
4. Represents the ADRC of Door County to the community at large through professional interaction, public speaking, media presentations, and participation in community advisory groups as requested.
5. Adheres to the AIRS national standards; also secures AIRS certification within the first two years of employment.
6. Participates in on-going training, maintaining current knowledge to ensure compliance with federal and state regulations.
7. Maintains the confidentiality of client information as required by State and Federal laws and regulations and professional practice standards.
8. Complies with applicable federal and state laws, administrative rules, established agency procedures and accepted professional standards.
9. Assists individual in completing application for Medicaid and other public benefit programs (e.g. Food Share,) if needed.

Requirements

Training and Experience

1. Graduate of an accredited college or university with a Bachelor's degree in a health or human services related field.
2. Must have at least one year of experience working with the type of individuals, such as the elderly or individuals with developmental disabilities, physical disabilities, mental health or substance abuse disorders, who constitute one of the target populations of the Aging and Disability Resource Center and Family Care.
3. Must obtain the on-line State Functional Screen Training Course within 30 days of hire.
4. Must obtain the Alliance of Information & Referral Systems (AIRS) certification test for Information and Referral Specialists within 2 years of hire.
5. Current valid Wisconsin driver's license and unlimited access to reliable transportation required.

Knowledge, Skills, and Abilities Required

1. Knowledge of standards and principles of Information and Assistance including a willingness to become certified as an I & A Specialist through AIRS.
2. Knowledge of community resources and referral procedures.
3. Knowledge of assessment and care management techniques.
4. Knowledge of planning, organizing, and problem solving strategies.
5. Ability to read, comprehend, and communicate, both verbally and in writing as well as effectively administer by written, and verbal communications.
6. Ability to maintain strict confidentiality.
7. Ability to proficiently use a computer and related office equipment; demonstrating familiarity with required software and database programs as they relate to the essential functions of this position.

County of Door
Information and Assistance Specialist

8. Ability to be decisive and make sound decisions under pressure, in a crisis or emergency situations.
9. Ability to participate in a work setting as a team player.
10. Ability to prepare and to maintain a variety of documents, including client service plans and recommendations, program evaluations, client assessments, treatment plans and therapy notes.
11. Ability to share technical material in a manner easily comprehended by the population being served.
12. Ability to comprehend and interpret a variety of documents.
13. Ability to use tact and courtesy in maintaining an effective working relationship with department employees, county supervisors, county officials, and general public.

Physical and Working Conditions

Nearly 100% of time work is performed in a normal office setting with little or no discomfort from temperature, dust or noise. Interacting with other employees, general public, whether walking in or on the telephone may be encountered.

Over 75% of work is performed seated at a desk, working on a computer keyboard and/or telephone with about 10% of work performed standing and walking. Over 75% of the work is performed by talking, hearing, and using both far and near vision. Occasional lifting is required up to 10 lbs. (i.e. paper and equipment).

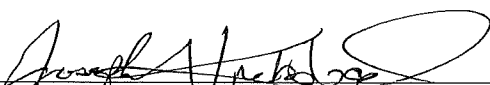
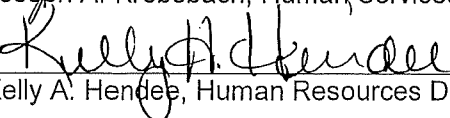
Potential for physical harm exists during contacts with angry or irate members of the public. Occasionally necessary to defuse situation with disgruntled clients. Limited office space may cause some distraction.

This position will have frequent contact with members of the public in their homes and at various locations in the community. Adverse living conditions with many hazards may be encountered during home visits.

In an effort to provide for continuity of County government and to cope with the problems of the emergency, you may be required to work during a proclaimed state of emergency, consistent with Sec 323.14 Wis. Stats. and County emergency management plans and programs.

The above is intended to describe the general content of the requirements for the performance of this job. It is not to be construed as an exhaustive statement of duties, responsibilities or requirements. They may be subject to change at any time due to reasonable accommodation or other reasons.

Approvals:

 _____ Joseph A. Krebsbach, Human Services Director	10/26/15 Date
 _____ Kelly A. Hendee, Human Resources Director	12/9/15 Date

Public Input Report

Complete one worksheet for each separate method of public input used. i.e. 12 interviews conducted can be compiled on one sheet.

Your County or Tribe: Door	Your Name and Email: Jake Erickson, jerickson@co.door.wi.us
Type of Public Input: <input type="checkbox"/> Community Forum or Listening Session <input checked="" type="checkbox"/> Focus Group Discussions <input type="checkbox"/> Structured Interviews (with individuals) <input type="checkbox"/> Paper or Internet Survey <input type="checkbox"/> Other (please describe): _____	
Date/s of Event or Effort: Throughout the Summer of 2016	
Number of Participants or Respondents: Nearly 500 people attended 45 structured neighborhood conversations about aging in Door County. To ensure that voices were heard from every segment of Door County, special outreach was made to low-income individuals, young adults, the LGBTQ community and Spanish-speaking residents. To reach specific populations, the ADRC was an active participant in helping facilitate and host a few of the neighborhood conversations.	
Key Issues Discussed: The following questions were asked during the neighborhood conversations: <ul style="list-style-type: none"> • Tell us something you love about Door County. • Whether a young child entering kindergarten, or about to celebrate your 90th <ul style="list-style-type: none"> ○ Why is that important? ○ What difference would that make? ○ What would that look like? ○ How have you experienced that in your life? • How are our aspirations reflected in what the community says it wants? <ul style="list-style-type: none"> ○ What are our shared dreams for aging in Door County? • What can we do as individuals and/or organizations to incorporate this info into our lives and/or work? • Now that we've learned what our community wants, how can we change what we do on a daily basis? <ul style="list-style-type: none"> ○ Where could we use what we are learning? ○ What are the possibilities for moving ahead? • What can we do collectively? 	
Key Takeaways/Findings: Here is a summary of what was taken away from these conversations. <ol style="list-style-type: none"> 1. The community would like to see the following as they grow older: <ol style="list-style-type: none"> a. An intergenerational community where people experience and enjoy one another b. Involvement of people: People connecting with their neighbors c. More diverse and welcoming community d. Forums and settings where we can talk about hard issues and be heard e. Integrated and expanded educational opportunities: connected to our community f. Connected to each other within and beyond Door County: housing, roads, transportation and fast speed internet 	

2. How we want to face growing older:
 - a. Connected community with a sense of security, stay connected to one another
 - b. Change in attitude about "senior" to see it as an asset, huge strength to the community
 - c. More intergenerational activities and housing, tangible ways for us to come together in diverse groups
 - d. Better understanding of issues facing each and every one of us, informed and engaged
 - e. Adequate wages for caregivers to earn while living here, ability to earn a living
 - f. Better infrastructure, connectivity and connection to services
 - g. Greater understanding and ability to access services when needed

3. The challenges we face:
 - a. Those without a strong support network, feel isolated and unsafe
 - b. Geography keeps us disconnected
 - c. Do not have enough opportunities to connect across generations
 - d. Door County is not a viable place to live for those who could help provide care for individuals as they age, difficulty filling open caregiving jobs
 - e. Residents are unaware of the services that are available, local governments are disconnected and at times unresponsive to the issues we care about

Any Planned Response? We plan on responding to the various concerns that were expressed throughout the "Growing Older in Door County" initiative by focusing on addressing them throughout the next three years. This was a fantastic community wide effort. The amount of energy and time that went into making this initiative a success was truly impressive.

Public Input Report

Complete one worksheet for each separate method of public input used. i.e. 12 interviews conducted can be compiled on one sheet.

Your County or Tribe: Door	Your Name and Email: Jennifer Fitzgerald jfitzgerald@co.door.wi.us
Type of Public Input: <input type="checkbox"/> Community Forum or Listening Session <input type="checkbox"/> Focus Group Discussions <input type="checkbox"/> Structured Interviews (with individuals) <input checked="" type="checkbox"/> Paper or Internet Survey <input type="checkbox"/> Other (please describe): _____	
Date/s of Event or Effort: During open house of new building 1/29/18	
Number of Participants or Respondents: 82 Responses	
Key Issues Discussed: Upon moving into our new building at the end of January 2018 an activity survey was put together to distribute to our consumer during our open house. The goal was to see what our current and possible new consumers interests were or looking for when attending our center in order to get them more involved.	
Key Takeaways/Findings: Since the open house and have 82 completed survey we found the 66% of people are more likely to attend classes in the late morning from 10am – 12pm, followed by early afternoon 1pm – 3pm at 50%. We concluded that the top 10 activities that people wanted to participate in were bus trips, live music, computer classes, arts and crafts, movie nights, bingo, baking, painting and drawing, community engagement and brain fitness. We also looked at volunteerism interest and concluded the following: 20% interest in MOW program 36.7% serve during a noon meal 43.3% Help at our daily check in station 16.7 Deliver our monthly newsletters 6.7% help with tax preparation program 23.3% decorate for an event or celebration	
Any Planned Response? Since opening we have worked on expanding our bus trips to two trips per month and adding some larger trips during the year. Our live music has increased tremendously, having many of our regular performers ask to play 2x a month instead of once. We have also had more local musicians interested in playing here as well adding to our music selection. We have added 3 different computer classes each a different level of knowledge, our art class is growing and another craft class has been added. We have added more nutrition programs regarding cooking for 2, nutrition for the young at heart and healthy cents. We are currently working with a variety of community partners, such as public health, behavioral health services, Door County Medical Center and NWTC for an intergenerational program to name a few to collaborate to bring in more programs. We recently started a brain fitness class called Brain enrichment developed by a psychologist, the goal of this class is to maintain cognitive functioning (thinking and memory skills). Regarding volunteerism the volunteer coordinator has been and will continue to work with interested people who want to volunteer and to find jobs that match their interests and with also help us.	

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Date/s of Event or Effort: In our monthly newsletter we inserted a survey that was intended to help us gain an understanding of what the needs are of the people in the community that we serve including Washington Island, Northern Door, Southern Door and Sturgeon Bay.	
Number of Participants or Respondents: 184 Respondents throughout the county	
Key Issues Discussed: The survey asked several questions starting with what part of the county do you live in, gender and age, where you receive or look for news around the county, are you aware of the ADRC, what do you feel are the main challenges in your life, are you providing assistance or support for a family member or friend, Are you receiving assistance or support for a family member or friend, do you know someone who is loving with dementia or Alzheimer's, do you currently live alone and lastly what are some issue that you are aware of that aren't being met?	
Key Takeaways/Findings: The finding of this survey provided us the knowledge that 59% that completed the survey were from the Sturgeon Bay area, 25% from Northern door, 14% from Southern door and .54% from Washington Island. 72% of respondents were women, 36% of people that responded were between the ages of 70 – 79 years old and 33% were from 80- 89 years old. The resources mainly used to find out about news around the county were the advocate newspaper at 70% and the Pulse newspaper at 67%. Followed by WDOR radio station at 47%. 97% of the respondents were aware of The Aging & Disabilities Resource Center. The main challenges in their life were physical fitness, health/ prescription medication and financial. 77% of participants are not provided assistance or support to family or friend. Only 12% of respondents are receiving assistance of support for a family member or friend. 49% know someone with dementia or Alzheimer's, 50% did not know anyone with dementia or Alzheimer's and 50% of people are living alone within these 4 areas in the county.	
Any Planned Response? Knowing that a large percentage of people in the community know about the ADRC we want to continue to educate them on what services we provide and how we can help them. In order to continue to reach out to our consumers we are going to focus on providing our news/program updates to the newspapers and WDOR radio, we will still use facebook to reach the younger audience as well as distribute our newsletter throughout the community. Knowing that 50% of the population lives alone we need to start to prepare for what resources they will need in the future.	

Public Input Report

Complete one worksheet for each separate method of public input used. i.e. 12 interviews conducted can be compiled on one sheet.

Your County or Tribe: Door	Your Name and Email:
Type of Public Input: <input checked="" type="checkbox"/> Community Forum or Listening Session <input type="checkbox"/> Focus Group Discussions <input type="checkbox"/> Structured Interviews (with individuals) <input type="checkbox"/> Paper or Internet Survey <input type="checkbox"/> Other (please describe): _____	
Date/s of Event or Effort: Community Caregiver Conversations March 14 th at the ARDC, April 11 th YMCA Fish Creek and May 16 th at Brussels Community Center	
Number of Participants or Respondents: 20	
Key Issues Discussed: During our 3 planned conversations in various areas around the county many participants, some being care providers, caregivers and others in the community came together to talk about caregiving needs here in Door County. During those conversations many felt that workers were paid poorly, there was a disjointedness of services, caregivers were overwhelmed causing burnout, many felt there is a lack of caregivers in certain areas to help provide support and service providers don't always know about caregivers until crisis mode therefore needing help right away.	
Key Takeaways/Findings: Our finding, depending on the areas in the county that you live there were there huge needs for personal caregivers, a caregiver salary also plays a large part of the shortage since many cannot live on such low wages. People wanted to know how do we find out about available services and if they are properly trained or not. A need for more personal caregivers either family or paid are a huge need. The need to train the caregivers and family more so they feel comfortable doing their job.	
Any Planned Response? To help provide caregivers with more knowledge, training, confidence and tools to be able to complete daily tasks with the ones they are caring for. By providing general caregiving tips provide families with information on how to stay healthy and positive. Making sure they are not trying to solve the problems alone. Brainstorm possible solution with other family members, a social worker or care manager, doctor, and friends including virtual ones—who may have experienced similar ones. An increase of marketing the services and providing of the information on the funding that can help supports caregivers.	

Public Input Report

Complete one worksheet for each separate method of public input used. i.e. 12 interviews conducted can be compiled on one sheet.

Your County or Tribe: DOOR	Your Name and Email: Jake Erickson, jerickson@co.door.wi.us
Type of Public Input: <input type="checkbox"/> Community Forum or Listening Session <input type="checkbox"/> Focus Group Discussions <input checked="" type="checkbox"/> Structured Interviews (with individuals) <input type="checkbox"/> Paper or Internet Survey <input type="checkbox"/> Other (please describe): _____	
Date/s of Event or Effort: Throughout May and June 2018	
Number of Participants or Respondents: Twenty two individuals were interviewed.	
Key Issues Discussed: <p>The following was a suggested guide one of our ADRC Advisory Board members developed to help the other advisory board members in conducting their one-on-one interviews. Use your own style or words to encourage the person or persons you're with to feel comfortable and share their thoughts. Keep the conversation light and informal. We are interested in anything that will help the 3 year aging plan with public input.</p> <p>Introduction: Recently, a survey was made available to Door County residents to obtain some basic information and concerns. Almost 200 people responded to the questionnaire. This was the first step in getting public input for a 3 year aging plan for the county. Now you are part of the next level of getting public input. With your time and help, we are trying to further our preparation by obtaining your thoughts and opinions. There are key areas I would like you to speak about.</p> <p>First – Challenges facing seniors Second – The nature and availability of caregiving Third – The role county services can play in the lives of seniors.</p> <ol style="list-style-type: none"> 1. In times of challenges, the survey found physical fitness the major issue. Financial and healthcare concerns were also noted. <ol style="list-style-type: none"> a. Do you feel the same way? If yes, why? If no, what? b. Is there anything county services might do to help in this area? Probe as appropriate to get opinions or ideas with regard to the challenges facing seniors. 2. While relatively few people filling out the survey were giving or receiving assistance, caregiving has been growing issue in Door County. <ol style="list-style-type: none"> a. What are your feelings about this issue? b. What do you think can be done to try and meet the growing needs in the future? 3. What is your opinion of current county services for seniors? 	

a. What would you like to see happen with county services over the next three years?

Ask if there is anything they would like to include in an aging plan in the future.

Our ADRC Advisory Board members did a fantastic job and also mentioned that the process in conducting the 1-on-1 interviews was extremely eye opening. The effort went really well and there have been recent talks about doing something like this every year.

Key Takeaways/Findings: Everyone who was interviewed, regardless of location or age, felt that physical fitness and the ability for individual's to remain in their homes as long as possible was the number one concern. Most interviewees identified the overall importance of staying active to maintain their independence. There was a varied response regarding the availability and access to quality fitness classes and programs. For those interviewees that have been to the ADRC and utilized the fitness room, the feedback was all positive.

Isolation and staying connected to the rest of the community came up quite a bit throughout most of the interviews. Most who expressed this concern, shared that they feel Door County has a lot to offer in terms of resources but part of the issue is the general public's lack of knowledge.

Caregiving and the lack of respite opportunities or in-home care came up as a large concern for everyone who was interviewed. Interviewees felt that in-home caregivers were not paid enough and that the hourly rate they are paid is not a livable wage. The idea that both informal and paid caregivers need more opportunities for quality training was shared quite a bit as well.

Any Planned Response? We used a lot of the information and public feedback that was gathered through the 1-on-1 interviews to develop the goals in the three year aging plan. The big takeaway and message we have heard loud and clear, is that our community, including our older adult population, want to see more opportunities to stay connected to the entire community.