

Aging & Disability Resource Center Advisory Board - Minutes

Monday, November 18th, 2019 at 2:30 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 2:30

- The meeting was called to order at 2:44 p.m. by Lucille Kirkegaard. Members present were: Tom Krueck, Roxanne Boren, Lucille Kirkegaard, Carol Moellenberndt, Melissa Wolfe, Vic Verni. Absent were: Helen Bacon, Mike Green, and Tami Leist. Other persons present were Jake Erickson, and Jenny Fitzgerald. Barb Snow took minutes.

2. A quorum was established and the meeting continued.

3. Review and approve the agenda

- A motion was made by Carol Moellenberndt and seconded by Tom Krueck to adopt the agenda. The motion was carried unanimously.

4. Review and approve the Minutes of the 09/16/2019 ADRC Advisory Committee Meeting

- A motion was made by Melissa Wolfe to approve the minutes and was seconded by Vic Verni. The motion was carried unanimously.

5. Public Comment – None

6. Committee Response – None

7. Old Business

• Operations Update

- **Human Statistics Report.** Jake discussed the Human Services Statistics handout to the board. There were 90 new membership cards made within the last 2 weeks. Consumers have traveled from all over, as well as other Wisconsin counties and other states. Tom asked if the staff is able to keep up with the increase in consumers. Jake responded that staff have been busy and they do offer quality one on one time so there is sometimes a wait for staff availability. When consumers come in for lunch they hear about the other ADRC services available and make appointments. Board members asked if the Health and Human Services Board or the Full County Board are aware of our need for additional staff due to the increase in demand on services. Vic asked if Jake or Joe had talked to the news media to let the community know how the ADRC is doing.
- **Care WI Transition – Door County Statistics.** Jake discussed the Care WI Transition handout provided to the board in their packet. Care WI will no longer have a contract as of January 1st, 2020 to provide long term care services throughout the Northeast region of Wisconsin. There was some added funding from the state to allow our Disability Benefit Specialist, Lorraine Fahrenkrug, to help with the transition enrollments. Barb scheduled appointments between the 3 Information & Assistance Specialists (Lisa VanAlstine, Jennifer Bender, and Jessica Holland), the Disability Benefit Specialist (Lorraine Fahrenkrug) and Jake Erickson. Robin Mark helped behind the scenes with data entry and tracking. So far 110 consumers are enrolled and 26 consumers did not reenroll. Of the 26 who did not reenroll; 2 members passed away, 2 disenrolled altogether and a few transferred out of the county. We currently have 5 transition enrollments left to follow-up on.
- **Kopseker Grant with Options for Independent Living.** Jake reminded the board that this Kopseker Grant was submitted in partnership with Options for Independent Living and is basically about providing additional services to Northern Door residents and caregivers who are interested in learning more about assistive technology that can help older adults live more independently and ultimately as long as possible in their own homes. The goal is to work with at least 30 Northern Door consumer and conduct home visits by July 2020. In the grant Northern Door is considered anywhere north of Sturgeon Bay.
- **Advocacy Coalition.** There are a couple people interested in being a part of and helping us develop a local Advocacy Coalition. One of the individuals interested is the co-facilitator of the hearing loss support group and the other interested individual is a part of the League of Women Voters here in Door County. We are currently waiting on them to get together and we will revisit earlier next year now that the other priorities have been completed such as the Dementia Care Position Grant. Jake and Jenny have a meeting to go over 2019 goals that have not been completed and are currently working on the development of a plan focused on the completion of our 2020 Aging Plan goals.

- **October Job & Resource Fair for Adults with Disabilities.** The ADRC and the Door County Medical Center (DCMC) Rehab collaborated to put on the Job & Resource Fair for Adults with Different Abilities. Attendance included about 30 local employers and community agencies that provide services to individuals with different abilities. Melissa Wolfe, who is the acting President for the People First Chapter here in Door County, mentioned that they had a few organizations, such as, local high schools, that were not aware of People First. The fair helped get the word out about who they are and what services they provide. There were about 60-70 participants who attended the event. Secretary of Workforce Development Caleb Frostman and Door County Community Foundation's President & CEO Bret Bicoy were this year's keynote speakers. Overall the event went really well and there was a lot of positive feedback.
 - The ADRC held the 2nd Annual Caregiver Conference on Friday, November 15. We had roughly 60 caregivers attend this year compared to last year's attendance of about 80 caregivers. Breakouts sessions included "Care for the Caregiver" presented by Unity Hospice, "The Healing Power of Music" presented by the Dean of the College of Health and Education and professor of Music at UWGB, "Body Mechanics" presented by an OT from DCMC and "Intimacy and Caregiving" presented by Cindy Freitag from the State of WI's Long Term Care Ombudsman Office. Keynote speaker was Moira Kneer, a retired Chaplin and Community Outreach Coordinator from Eau Claire, WI. Moira presented on the "Unexpected Caregiver" and the various roles they play throughout their caregiver journey. We had 14 community agency partners attend as vendors during the event.
 - **MOWs Prescription Medication Pickup Program.** On November 5th, the ADRC partnered with the Sheriff's Department coordinate the pick-up of unused prescriptions drugs that have expired or are no longer needed for MOWs participants. Two Meals on Wheels volunteer drivers and a Sheriff's Department Deputy visited 17 Meals on Wheels participants and collected 8 pounds of unused medications. This is something we plan to do again. Door County Sheriff, Tammy Sternard, applied and received a grant through the United Way to help primarily cover the Deputy's time to conduct this drug pickup program again in 2020.
 - **Computer Workstations.** There will be 4 community computer workstations installed in the gathering/lounge space in December or January of next year. The computer workstation office equipment was ordered through Staples and they have agreed to complete the installation of the 4 workstation cubbies. Curative Connections out of Green Bay has a non-profit technical support program that will help get the computers ready to use and they will also assist us in the event we run into any future technical issues. They are able to remote in to help fix the computers and pc units when needed.
 - **Fitness Room Equipment.** We are currently in the process of replacing a few older pieces of fitness equipment that we brought over from the old building. Jenny talked to Summit Commercial Fitness and DCMC Rehab Department to see what equipment would be better for our consumers. The Exercise Room fee is \$10 a month. We do have options if they cannot afford to pay. The new equipment includes one hand/shoulder crank (like a NuStep but for the arms and mobility in the shoulders), a Medical Leg Press and an updated leg curl machine. The old equipment is not able to be serviced by anyone around the area and is the main reason we are replacing those pieces of equipment.
 - **Legal Aid Society Office Hours.** The ADRC has opened shared front office space to the Legal Aid Society, Attorney David Clowers, from 11:00 am to 12:00 pm for 2 half hour appointments. David did not think he was reaching the right individuals so he reached out to Jake. David sent an application to meet criteria that we would have consumers fill out from referrals and emailed to David. David will reach out to other attorneys or take the consumer's case on himself. There is no legal assistance for criminal issues. Legal Aid only provides free legal assistance for civil law cases.
 - **Staffing Update.**
 - **Liberty Grove Meal Site Manager.** Jenny had a few interviews for the open meal site manager position, however, the applicants did not want to travel that much, especially in the winter. There is another interview today. Jenny has had to get creative with scheduling to cover the Liberty Grove meal site. Stacy is willing to sub when needed if she is available.
 - **DCS Grant Application Update.** The grant was submitted on November 8th and we should have a decision sometime in December. The grant is competitive and we are a small county by percentage of population per capita with a high percentage of aging population.
- 8. New Business**
- **World Café Events.** Tom Krueck went over the Three Year Aging Plan Design for Obtaining Community Input handout and discussed the idea to conduct one-on-one consumer surveys and community roundtable conversations. The purpose of both community input activities would be to develop a plan to obtain a great sample of input across the county; Washington Island, Northern Door, Southern Door and Sturgeon Bay. Examples of topics for roundtables discussions include; caregiving and housing. This would help to get more substance for our next three year aging plan. The comment was made that if we plan to conduct the survey sometime in the winter season that we might miss a good chunk of our population who we also provide services to so perhaps conducting a spring or fall roundtable discussion would be most beneficial. Tom will be available January-March to start modifying the one-on-one survey questions and work on a tentative roundtable discussion schedule. Tom also offered to train advisory board members interested in facilitating a roundtable discussion.

- **ADRC New Committee Member.** In April of 2020, Tom Krueck's current and last term as an ADRC Advisory Board Member is expiring. Jake asked Tom K. and the other board members to start thinking about anyone they might know who would be a great fit as Tom's replacement. Tom sits on the ADRC advisory board as a representative for our community's population of those living with a physical disability. Melissa Wolfe mentioned that she might have a person; Marie Massart. March 2020 will be Tom's final official ADRC Advisory Board meeting.
 - **Joint Meeting in January.** Jake asked the board if they would once again be interested in holding a joint meeting with the members of the ADRC's Nutrition Advisory Board sometime early next year like we did to start of last year. Vic Verni mentioned he would soon be leaving for Florida and will not return until sometime in March of 2020. Jake mentioned that he also plans on asking the Nutrition Board tomorrow at their meeting. The board was not opposed to conducting the joint meeting again in 2020.
 - **Unmet Needs.** Jake shared information regarding a call he had recently received about the need for dialysis options for those that live in Door County seasonally. The question is how do we get info on dialysis or help them expand with extra staff and equipment. Davita Dialysis services is the only one providing dialysis here in Door County and because of demand only able to support year-round residents at this time. Jake mentioned he would reach out to someone from the hospital and start the conversation about expanding dialysis services here in Door County.
 - **Meeting Code – 515**
- 9. Items to be placed on a Future Agenda**
- Community Roundtable Conversations – Tom
- 10. Confirm Next Meeting Date and Time**
- The next ADRC Advisory Committee meeting is tentatively scheduled for Monday, January 20th, 2020 at 2:30 p.m.
- 11. Adjourn.**
- A motion was made by Melissa Wolfe and seconded by Tom Krueck to adjourn.
 - Meeting was adjourned at 4:30 p.m.

The minutes for this meeting were recorded by Barb Snow.