



AGING & DISABILITY RESOURCE CENTER  
OF SW WI IOWA COUNTY  
ADRC BOARD  
MEETING MINUTES

April 25, 2013

10:00 a.m.

Bloomfield Health & Rehabilitation Center  
Dodgeville, WI

Vice Chairman Rosalie Zweifel called the meeting to order at 10:00 a.m.

**ROLL CALL:** **Present:** Lorraine Drews, Lorraine Fristch, Dan Nankee, Marjorie Bomkamp, Carol Calhoun, MaryClaire Murphy, Margaret Peat, Nona Chappell, Rosalie Zweifel, Therese Hess, Marlene Stenner, **Excused:** MaryClaire Murphy, Mildred Swedland, Rose Ross. **Also in Attendance:** Laura Crowley, Erin Estabrook, Angela Sullivan, Rebecca Wetter, Stacey Terrill, Valerie Hiltbrand, Jamie Gould.

**INTRODUCTIONS:** There were no new introductions at this time.

**CERTIFICATION:** Laura Crowley indicated that this meeting was certified in posting and publishing and also faxed to newspaper and radio. We currently post in three locations.

**AGENDA:** Lorraine Fritsch made the motion to approve the Agenda for the May 28, 2013 meeting. Margaret Peat seconded the motion. All members present were in favor.

**MEETING MINUTES:** Margaret Peat made the motion to approve the March 26, 2013 meeting minutes. Lorraine Fritsch seconded the motion. There was no discussion. All members present were in favor.

**REPORTS/COMMENTS FROM BOARD MEMBERS/AUDIENCE:** Rosalie Zweifel indicated that she has 127 people going to Washington DC – 3 buses – still have room on one of the buses.

**FINANCIAL REPORT:** The Expense/Income Report for the month of March was distributed to the Board for their review. The Board will address this financial report later on the agenda in this meeting. Copies are available in the ADRC Office.

**SUN REPORT:** Cecile McManus, the Director of the SUN Program was not available for today's meeting.

**BENEFIT SPECIALISTS REPORTS:**

**I & A: Valerie Hiltbrand** Copies of the I & A Monthly Report for the month of March were distributed to the members. Copies of the report are available in the ADRC office. Total number of contacts were 148 – that would be walk in's, scheduled office appointments or home visits. There were 5 functional screens administered and one new

person added to the waitlist. There were two people taken off of the waitlist. No nursing home relocations and two people enrolled in Family Care. April is entitlement month – 4 people were enrolled and Family Care and 1 was referred to IRIS April 1<sup>st</sup> 2013.

**DBS: Angela Sullivan** Copies of the DBS Summary Report for the month of March were distributed to the members. Copies of the report are available in the ADRC office. Angela reported that she had 12 new clients, and her report showed the breakdown. The monetary impact of cases closed was \$98,060. She discussed the trainings and meetings that she attended in March – her monthly meeting in Lancaster with Social Security.

**EBS: Stacey Terrill** Nancy distributed the EBS report for the month of March. Copies of the report are available in the ADRC office. Stacey indicated that she had 17 new clients in March. Total cases opened this month was 21 and total closed was 39 with 80 information only calls. Benefits gained this month were \$29,283.00 - benefits gained year to date were \$92,908.00 Stacey discussed the meetings and training she attended during the month of March – EBS function team meeting, SHIP Teleconference, CMS Webinar, WABS conference and Homelessness Committee Meeting.

**Office Assistant/Transportation:** Laura distributed the Transportation Report for the Month of March. Copies of the report are available in the ADRC office. We will be holding a Transportation Public Forum on May 16 – everyone got an invitation. We will be holding this forum to discuss the goals for our next 5 year plan for transportation in Iowa County. Have a busy summer planned.

**Quarterly Financial Report:** Jamie Gould distributed the Expenditure Guideline for Jan 1 – March 31, 2013 and the Revenue Guideline for the same period of time. A copy of the financial report is available in the ADRC office.

**MANAGER'S REPORT & TRAININGS:** In the process of doing 2<sup>nd</sup> interviews for the ½ time EBS and ½ time Prevention Specialists. Have two very qualified candidates. Hope to make a job offer next week. Hopefully the new employee will be at our next meeting. Rebecca went to the Living Well training with a member from our Health Dept. The class will begin June 12<sup>th</sup> – Living Well with Chronic Conditions. It is 6 weeks meeting each week for 2.5 hrs. – learning how to manage pain that may come with their condition – managing stress better, eating better, positive thinking, properly managing medication, how to speak with professions, etc. This was a four day training cycle – each member went through as if they were a participant and they could really see the value in this class. They do not have to be 60 plus years of age, they will target this age group, but no one will be turned away because of age. They will take on 15 people for this 1<sup>st</sup> class – so, class size is limited. We are sponsoring an Alzheimers and Dementia Alliance and developing a new Caregiver Group. That started on April 15<sup>th</sup> and will be the 3<sup>rd</sup> Monday of each month here at the HHSC. You do not have to register, you can just show up. We will have a new intern beginning at the end of May for the summer. Hopefully you will meet this person at our June meeting. We have a list of things for this intern to do. Reminder that we have a Clean It Up event tomorrow at the HHSC. We added a document clean up and set up some booths and promote our programs SUN,

UW Extension, Emergency Prevention, Volunteers. It will be from 9 a. – 12 Noon.

**ACTION ON FINANCIAL REPORT:** The Financial report was distributed earlier in the meeting, after Board review, Rosalie Zweifel asked if there were any questions about the Financial Report. Lorraine Fritsch made a motion to approve the March bills to be paid. Carol Calhoun seconded the motion. All members present were in favor.

**FINAL THOUGHTS: NEXT MEETING:**

**Our next meeting will be scheduled for Tuesday, May 28, 2013 at 1:00 p.m. at the HHSC, Dodgeville, WI**

There being no further business, Vice Chairman Zweifel asked for a motion to adjourn. Margaret Peat made the motion to adjourn, Carol Calhoun seconded the motion. All members present were in favor.

There being no further business,  
**The meeting was adjourned at 11:00 a.m.**

Respectfully submitted  
Laura Crowley ADRC Staff