

State of
Wisconsin
County of
Iowa

**APPROVED MINUTES OF THE AGING & DISABILITY RESOURCE
CENTER ADVISORY BOARD MEETING HELD
TUESDAY, OCTOBER 28, 2014 at 1:00 p.m.
IOWA COUNTY HEALTH & HUMAN SERVICES CENTER
303 W. CHAPEL ST, CONF. ROOM 2001
DODGEVILLE, WISCONSIN**

2014-10

Item		Index
1)	Call the meeting to order.	Call to Order
2)	<p>a) Roll Call – Members Present: Dan Nankee, Marjorie Bomkamp, Carol Calhoun, Lorraine Drews, Margaret Peat, Therese Hess, Rose Ross, Rod Lukes, Alvina Sturz, Kenny Palzkill, Jim Everson and Marlene Stenner. Other Members Present: Rebecca Wetter, Marylee Oleson, Nikki Hutson, Stacey Terrill, Valerie Hiltbrand, Jamie Gould and Cecile McManus.</p> <p>b) Approval of the October 28, 2014 Agenda.</p> <p>c) Motion by Margaret Peat, seconded by Therese Hess to accept the agenda of the October 28, 2014, meeting. Motion carried.</p> <p>d) Approval of the minutes of the September 30, 2014 meeting. Noted to add Jim Everson as member present at the meeting. Add Dan Nankee to the Bloomfield Work Committee.</p> <p>e) Motion by Marjorie Bomkamp, seconded by Marlene Stenner to approve the Amended September 30, 2014 Minutes as presented. Motion carried.</p>	Roll Call Consent Agenda and Minutes
3)	Margaret Peat reminds everyone to vote next Tuesday. Chairman Nankee informed the board about the Bloomfield Town Hall meeting he attended on Monday, October 27, 2014. Penny Clary gave a presentation. Very informative.	Comments from Public and Board Members
4)	Financial Report: The Monthly Expense/Income Report will continue to be included in the ADRC Board packets. Margaret Peat questioned driver escort reimbursements vs compensation. Jamie Gould explained a portion of the 85.21 Grant goes to supplement what clients pay. There is also a small grant from GWAAR (Greater Wisconsin Agency on Aging Resources) used to offset costs. Grant money does cover the balance of expenses. Rose Ross asked if the bus could be used for the disabled to go to a doctor appointment since it is handicap accessible. Jamie replied that the bus runs on a schedule. If an appointment falls on a day that the bus is in that town, then yes, a disabled person can ride the bus to the appointment. Marlene noticed no reimbursement for ADRC Board members. Jamie replied it will appear next month.	Financial Report
5)	Chairman Nankee asked if all members had an opportunity to review the Financial Report for September. All members had reviewed the report. Chairman Nankee asked for a motion to approve the Financial Report for September. Motion by Carol Calhoun, seconded by Margaret Peat to approve the report. Motion carried.	Finance Report Approval
6)	<p>Department Reports:</p> <p>a) SUN Report: Cecile McManus recapped her experience with the Health & Wellness Expo. Exposed new people to the dining site. The SUN staff attended training in Waunakee on Friday, October 24. The training regions have changed and there are fewer regions possibly due to budgets. New meals on wheels delivery in Hollandale. First letter of appeal went out on Sept. 26. Have received 13 responses and \$3,000 in donations. Lorraine Drews asked if a car dealership could be approached to see if their employees would volunteer to deliver meals similar to what is done at a Madison dealership.</p>	Department Reports

	<p>Cecile will investigate. Cecile mentioned she has asked Lands' End but they only have half hour lunches and it isn't feasible. Marlene delivered meals for one week and felt it was very rewarding and would like to do it again.</p> <p>b) DBS: A report for Sept. was distributed to members. Copies of this report are available in the ADRC office. Nikki Hutson introduced herself and gave a brief description of her job duties. Nikki reported that in Sept. there were 10 new clients vs. eight for the same time period in 2013. She closed 5 cases in Sept. mostly due to clients being approved. The monetary impact of cases closed was \$97,016 for a year-to-date (YTD) of \$789,488 vs. in 2013 \$645,458. Monetary impact ranges from Social Security to Energy Assistance applications. She also listed the activities that she attended.</p> <p>c) EBS: Stacey Terrill distributed the Sept. report to members. Stacey introduced herself and briefly described what she and Darla Burton's job duties are as EBS's. Stacey gave a brief description of Darla's Stepping On fall prevention class and reminded all that the Healthy Living with Diabetes workshop will start on Tuesday, Jan. 6, 2015 from 2-4:30 pm at Upland Hills. Focus is on Type II diabetics and caregivers. Medicare Open Enrollment is Oct. 15 thru Dec. 7. Copies of the report are available in the ADRC office. There were 18 new clients this month and 198 total unduplicated clients this year. They opened 34 cases and closed 45. They received 94 information-only calls. The benefits gained this month were \$135,472 and YTD \$1,039,956. The EBS Report shows the breakdown of the benefits gained. The second page of the monthly report showed all of the contacts/outreach, meetings and trainings that the EBS's attended.</p> <p>d) I & A: Valerie Hiltbrand distributed the Sept. report to members. Valerie introduced herself and briefly described what her and Brittany Rewey's job duties entail. Copies of their report are available in the ADRC office. The total number of contacts during Sept. was 280. They completed five functional screens. One person was enrolled in Family Care no one was disenrolled from Family Care or IRIS. The monthly I & A Report also listed the meetings and activities that they attended. Valerie gave a brief overview of the Time Exchange/Time Bank that is currently in the planning stages. All are encouraged to attend a meeting. An article will be included in the Dec. News & Views. Therese Hess recommended notifying Sandee's Calendar electronic newsletter in Mineral Point.</p>	<p>Department Reports</p>
<p>7)</p>	<p>Chairman Nankee asked for a motion to amend the October 28, 2014 Agenda to reflect three driver escort applications rather than two. Motion by Therese Hess, seconded by Jim Everson to amend Agenda. Motion carried. Jamie Gould gave a brief description of each driver and all drivers background check, vehicle inspection, insurance and doctor exam came back OK. Chairman Nankee asked for a motion to leave Closed Session. Motion by Margaret Peat, seconded by Ken Palzkill to leave Closed Session. Chairman Nankee asked for a motion to approve three driver escort applications. Motion by Alvina Sturz, seconded by Rose Ross to approve. Motion carried.</p>	<p>Driver Escort Applicants</p>
<p>8)</p>	<p>Marylee Oleson discussed the Monthly Transportation Report. A copy of this report may be obtained in the ADRC office. After discussing the statistics of the report, the variety of trips and rides was also noted. The Care A Van averaged 5.6 riders per trip. Three days were cancelled due to bus driver unavailability. Jim E. questioned our suggested donation for the bus versus a fee schedule for driver escort; should both be donations. Rebecca noted that the Board approved the driver escort fee schedule. Discussion occurred regarding why a volunteer driver needs to be reimbursed for</p>	<p>Transportation / Office Asst.</p>

	their mileage. Jamie G. commented that the Driver Escort Program costs approximately \$45,000 a year and the fee's make up for about 34% of that. Needs are being met. 63 applicants for Laura's job. Four will be interviewed this week.	
9)	Jamie Gould distributed copies of the Quarterly ADRC Financial Report. Notated our yearly budget is \$664,297. YTD revenue is \$647,088.80 and YTD expenses are \$500,580.74. Chairman Nankee pleased to see revenues are ahead of expenses.	ADRC/DSS Business Manager
10)	Valerie Hiltbrand gave an overview of the Functional Screen Process Training that is required of all I & A's. Copies of the PowerPoint presentation are available in the ADRC office.	Functional Screens
11)	Rebecca distributed Section 4 – Statewide Focus Areas of our 2013-2015 Aging Unit Plan. Requested amending wording on page 39 (4-B OAA Programs) and page 40 (4-C Alzheimer's Disease). Rebecca also distributed the 2015 County Aging Unit Budget. She needs recommendation to approve. Chairman Nankee asked for a motion to approve the Aging Unit Plan wording on pages 4-B and 4-C and the 2015 Aging Unit Budget change. Motion by Marjorie Bomkamp, seconded by Rose Ross to approve both plans. Motion carried. Rebecca distributed a handout concerning the newsletter. Rebecca asked that all read and consider for the November meeting. The Manager's Report was passed around and she gave a briefing that she attended many meetings and trainings in September. Copies are available in the ADRC office.	ADRC Manager
12)	Jim E. asked what the purpose of these meetings is. Many replied that the Older Americans Act requires a board in order to give a voice for the elderly and disabled in the community – ambassadors to the community. The Board advises and the HHS Committee makes policies based on the Board recommendations. Therese Hess said the ADRC Board influences the County Board. Rebecca asked what we can do to make these meetings more interactive and make all feel like they are making a difference. We will come back to the discussion next month. Jim E. also asked if the Business Manager (Jamie Gould) could make recommendations on a driver escort and the Board can vote. He trusts her judgment.	Comments
13)	After a brief discussion, Tuesday, November 25, 2014 was approved for the next ADRC Board meeting.	Next Meeting Date
14)	Chairman Nankee asked for a motion to adjourn. Motion by Marlene S., seconded by Ken P. to adjourn. Motion carried. Meeting adjourned at 3:29 PM.	Adjourn