

Aging & Disability Resource Center Board Meeting
May 21, 2015
Conference Room 130

The Committee was called to order at 9:30 a.m. on May 21, 2015 in Room 130 in the Crawford County Administration Building by Marge Sheckler. Present were members of the Aging Committee: Elling Jones and Kersten Rocksvold; members of the Advisory Committee: Eunice Key, Rodney Boardman, Nicky Penfield, June Leirimo, Karla Troester and Sandra Kirchner; and Director Jeanne Christie and Jeanne Palmer, Administrative Assistant.

Marge Sheckler verified the posting of the agenda.

Motion made by Sandra Kirchner to approve the minutes of the April 23, 2015 meeting. Motion seconded by Eunice Key. Motion carried.

Secretary/Bookkeeper Report: Jeanne Palmer presented the secretary/bookkeeper report. The Home Delivered Meal Program served 154 clients YTD (October 2014-March 2015) with 2,047 meals for the month of March and 13,619 meals YTD compared to 11,986 meals served during the same period last year. The total contribution received in March 2015 was \$6,773.25 and YTD (Oct 2014-March 2015) of \$39,109.37, compared to \$39,851.80 received during the same period last year. This makes the current average contribution per meal during this quarter of \$2.88.

The Congregate Meal Program served 1,206 meals during the month of April 2015 and 7,894 YTD (October 2014 to April 2015) which is 47 less meals less served than the 1,253 served last year during the same period. The total contribution received in April was \$3,258.05 and \$22,539.65 YTD, which is a \$152.12 increase during the same period last year. This makes the current average contribution per meal \$2.86.

The Transportation Program provided a total of 3,127 one way trips YTD (October 2014 to April 2015). Transportation contributions YTD totaled \$4,161.11. This is an increase of \$1,782.92 during the same period last year.

Advocacy: Advocacy will be covered under the Aging & Disability Resource Center portion of the meeting.

Director's Report:

- The transportation drivers (8) attended training in Fennimore on Defensive Driving training on April 30, 2015.
- Jeanne Palmer and Jill Olson attended a receptionist training in Plain, WI on May 10, 2015.
- On May 14th we hosted in conjunction with Crawford County Human Services an "Alzheimer's and Dementia Symposium." Thirty five professionals and community members were in attendance.
- The ADRC Summer Picnic is scheduled for July 23, 2015. Location to be announced. The plan is to move the picnic location to Prairie du Chien.
- Jeanne Christie and Jeanne Palmer will be attending at Cost Allocation Workshop for Nutrition and Transportation Programs on June 24, 2015 in Rothchild, WI
- Jeanne Christie was pleased to tell the board the ADRC of Prairie du Chien Office contacts and enrollments into long term care programs have increased significantly during April and May.

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Introduction of New ADRC Board Members/ADRC Staff: Introductions were conducted for the following new members of ADRC Committee. They are Elling Jones, County Board of Supervisor, Rodney Boardman and Karla Troester ADRC Advisory Board members. The ADRC staff was also introduced to the committee members.

How Wisconsin's ADRCs Work: Jeanne Christie handed out and explained, "Wisconsin's Long Term Care System." The hand-out showed 80% percentage of people private pay vs 71% of the people enrolled in Family Care, 22% enrolled in IRIS and 7% of enrollments in Partnership PACE. The hand-out also shows how the ADRC's Work with other departments and agencies.

Regional and Statewide Advocacy Actions on 2015-2017 State Biennial Budget Proposal: Jeanne gave the new board members a summary of what advocacy has been undertaken to date on the budget proposal. The board members signed two letters saying thank you for “Continued Support for the Aging and Disability Resource Centers.” The two letters will be sent one to members of the Joint Finance Committee, Senators Alberta Darling and Vukmir, and Representative Nygren, and a second letter to Legislators Representing Crawford County.

Aging Program/Nutrition/Transportation:

GWAAR Approval of 2014 Crawford County Aging Unit Self-Assessment: Every three years ADRC’s/Aging Units have to write a three year plan setting goals to be reached within that period, and each year of the plan a self-assessment is submitted to GWAAR assessing whether you met, modified, or changed goals as written. Jeanne explained our 2014 Assessment was completed and approved by GWAAR.

2016-2018 Aging Plan Preparation: Jeanne Christie will begin working on the 2016-2018 Aging Plan.

Home Delivered Meal Contract Update: The Home Delivered Meal Contract was discussed in detail to inform new members of the Committee on the changes to the HDM program since May 1, 2015.

The ADRC purchased new thermal bags to transport home delivered meals to participants as the old ovens are 20+ years old and are not working properly anymore. The ADRC ordered five new thermal bags; two electric thermal bags and two non-electric thermal bags, each having 20-meal capacity, for the Prairie du Chien city routes, and one electric thermal bag for the Wauzeka route. AC/DC adapters and replacement liners were also purchased.

Updated Home Delivered Meal Policy: Revisions were made to the following sections of the Home Delivered Meal Policy.

- In the Service Delivery Areas section “Frozen weekend meals are offered on case by case basis for those with exceptional circumstances.”
- Another change made was to the Emergency Procedures section to say “If a participant does not answer the HDM driver’s call or knock at the door and has not called to cancel their meal, the driver may investigate further by entering the home to ensure the participant’s safety, and contact the ADRC office staff with this information who will in turn contact the listed emergency contacts which the participant provided to the office for this purpose.

Motion made by Rodney Boardman approve the changes to the Home Delivered Meal Policy as discussed, seconded by Sandra Kirchner. Motion carried unanimously.

Approval Payment of Bills: Motion made by Elling Jones to approve the payment of the bills as submitted, seconded by Marge Sheckler; motion carried.

Public Comment according to Wis. Stats. 19.832(2) and 19.84(2): No public comment.

Set date for next meeting and adjourn: The date of the next meeting is scheduled for Thursday, June 18, 2015 at 9:30 a.m. the County Administration Building, Room 130 with the County Board of Supervisors meeting at 9:00 a.m. to approve the bills. Motion made by Sandra Kirchner to adjourn the meeting, second by Nicky Penfield.

Respectfully submitted,
Jeanne Palmer, Administrative Assistant