

**Aging and Disability Resource Center (ADRC) of Calumet, Outagamie and Waupaca
Regional Advisory Committee Minutes
March 2, 2017**

Members Present: Gentz, Hopfensperger, Lemanski, Rabec, Whitman, Laux, Lehrer, Renning,

Members Excused: Schreiner, Redman, Webster

Members Absent: Cousins, Schamens,

Staff Present: Dewhurst, Elias Planner, Klein, Kramer

1. **CALL TO ORDER:** Gentz, Chairperson, called the meeting to order at 2:00 p.m.
2. **QUORUM:** It was determined that a quorum was present and that the meeting was properly announced.
3. **ROLL CALL AND INTRODUCTIONS:** Introductions by members and staff concurred.
4. **APPROVAL OF AGENDA AND MINUTES:** Motion by Whitman and a second by Hopfensperger to approve the agenda. Motion by Whitman and a second by Renning to approve the minutes of the January 12, 2017 meeting. Motion approved with all but Lemanski who abstained.
5. **PUBLIC PARTICIPATION:** None
6. **COMMUNICATIONS:** None
7. **REPORT OF AGING AND DISABILITY RESOURCE CENTER**

REGIONAL COORDINATOR REPORT: Kramer shared the Calumet, Outagamie and Waupaca Statewide Encounter Data Report for 2016. The data may be used to identify unmet needs in the COW counties and staffing needs. The data identifies caller type by contact, target groups such as disability type, referral source and other. The Calumet, Outagamie and Waupaca Aging and Disability Center uses a client tracking database system called The Clinical Manager (TCM). Information from TCM is sent to the state on a monthly basis in the form of an Encounter Report. This report is based on data submitted in 2016. The File of Life, Power of Attorney forms and Identify and Organize Your Personal Affairs were mentioned as great resources for customers. These are available through the COW ADRC offices. Elias Planner will bring File of Life and Organize Your Personal Affairs to the May meeting. Kramer will e-mail the Organize Your Personal Affairs to members. These items are also available on the ADRC Regional website at www.yourADRCresource.org. Magnets were identified as a great marketing tool. Additional magnets will be ordered. The Calumet ADRC Connection newsletter was shared. The newsletter provides information on prevention classes and events occurring in Calumet County. *Cycling Without Age* is a new program sponsored by the Calumet Area Aging Network (CAAN), which helps elderly citizens get back into the community again by taking them on a bike ride. Trishaws are tricycles with seatbelts and other safety features that pilot the elderly on bike rides. Volunteer cyclists, called pilots, are trained to operate the vehicles. The Outagamie Caregiver Coalition conducted a SWAT analysis to identify the strengths, weaknesses, challenges and opportunities of the coalition. Outagamie County has a new electronic time reporting

system called *Tyler NeighborCARE* has been officially in existence since 12/19/13 as a regional collaboration project with the ADRC's of Brown, Outagamie and Winnebago. The *NeighborCARE* mission is to engage and connect people to build and sustain a supportive community. It is about neighbors helping neighbors. Sam Wilson with AARP will be presenting at the Outagamie County Aging Committee on March 13, 2017 at 1:00 p.m. in meeting room 1 at the Outagamie County HHS Building. Lakeview Manor in Waupaca County is closing with only three residents remaining. Efforts are being coordinated so the last 3 will all be leaving on the same day. Waupaca County has approved a flat rate system under the 8521 Transportation funding. The system will ease the burden on the billing department. The flat rate will also be less expensive for riders. Volunteers will still get reimbursed mileage at the same rate.

STAFF UPDATES: Waupaca County has hired Melissa Anderson as the Nutrition Program Supervisor. This is a new position. Michelle Gardner has taken the position as a full time Information and Assistance Specialist in Waupaca County. The position of part-time Information and Assistance Specialist and part-time Adult Protective Services has been posted in Waupaca County. There is an ADRC Clerk position open in Waupaca County. Linda Bowman is still with Waupaca County but has transferred to the Mental Health Department.

8. ITEMS FOR ACTION OR DISCUSSION:

The 2017-2019 Wisconsin State Biennial Budget was discussed. Discussion ensued regarding the printing, publishing and mailing efficiencies in the budget. Discussion on what the impact would be of publishing over a website only. The Wisconsin Counties Association will be meeting with legislators on the budget and the impact on counties.

Elias Planner provided an update on the Fox Valley Memory Project. The Fox Valley Memory Project (FVMP) collaborates with other organizations to build communities that welcome, include, and support person with dementia and those who care about them. The FVMP primarily serves Outagamie, northern Winnebago, and portions of Waupaca and Calumet Counties. The current FVMP director is retiring. The FVMP is conducting a job search for a part-time Executive Director.

The Doctors in Recital event is on April 8, 2017 at UW-Fox Valley, Perry Hall in Menasha. The event is a fundraiser for the FVMP. The recital begins at 7 p.m. The Fox Valley Memory Project has a website that lists Memory Cafes, events, and information on Resources for Living Well with Dementia. www.foxvalleymemoryproject.org

The Thompson Community Center is now closed. Lutheran Social Services is now located at 3003 N. Richmond Street in Appleton.

Kramer recognized Richard Schamens and Jan Lehrer for their contributions to the Regional Advisory Committee the past six years. Kramer also reviewed the membership list regarding terms of office. May is the Annual Meeting and election of officers.

MEETING ADJOURNED: Motion by Whitman, seconded by Laux. Motion approved unanimously.

NEXT MEETING: Thursday, May 11, 2017 2:00 p.m. Goodwill Industries, Obeya Room, Menasha

These are unapproved minutes.

Respectfully submitted by Darlene Kramer, Regional Coordinator, ADRC of Calumet, Outagamie & Waupaca.