



Aging & Disability Resource Center
Serving Adams, Green Lake, Marquette & Waushara Counties
1-877-883-5378

**ADRC Governing Board Minutes
June 14, 2012
Location: Marquette County**

I. Certification of Open Meeting Law

II. Call to Order – Chairman Warren Brewer called the meeting to order at 1:00 pm.

III. Introduction of New Members

IV. Roll Call –

Adams:

Heidi Roekle

Green Lake:

Suzi Giesen

Jack Meyers

Marquette:

Shirley Floeter

Dave Benson

Waushara:

Warren Brewer

Fred Kaiser

Bernadette Krentz

Robert Jones

Absent: Bobbie Jo Anderson, Ashley Gnat, Dan Klawitter, Beverly Ward

Waushara Staff Present: Fran Geier

Green Lake Staff Present: Donna Richards

Guests: Donna Kalata, Earl Ewert and wife, Philip Robinson

V. Adoption of the Agenda: *Motion was made to adopt the agenda by Shirley Floeter, seconded by Jack Meyers, motion carried.*

VI. Approval of Minutes of the Previous Meeting: *Motion to approve the minutes of April 12, 2012, was made by Bernadette Krentz, seconded by Jack Meyers, motion carried.*

VII. Public Comment (3 minutes/person, maximum of 15 minutes): None

VIII. Certificates of Appreciation: Warren Brewer presented framed certificates of appreciation to past Governing Board members Earl Ewert and Donna Kalata. Donna Richards will mail certificates of appreciation to Donna Hyames and Dan Priske who could not attend this meeting.

IX. Reports (Donna Richards):

A. ADRC Local Activities: The focus continues to be on marketing the ADRC. Posters were mailed out to the local churches and spots have been run on the local Wautoma radio station. There were over 5,000 contacts combined for the four counties from January through May. The health prevention grants for Shannon Rhode are expiring at the end of 2012 and will not be renewed. Three counties are contributing to a 3D fund to replace that lost revenue. Shannon is still receiving her medication management grant and cooperative care funds. The ADRC is responsible for 22% of her salary. The staff is working well together. Jeremy Kral, Director of Human Services for Marquette County is leaving on July 2 for a position with Brown County.

Note: Philip Robinson, Deputy Director of Health & Human Services for Green Lake County, asked to briefly address the members. He was looking for County Board members who might be interested in serving on a new Family Resource Center Coordinating Committee. This committee will be an advisory group that will serve a younger population. A \$150,000/year grant for 5 years will support the program. He stated that the Family Resource Center could partner with the ADRC and follow

the ADRC Governing Board meetings. One County Board member is needed from each of the four counties with the same per diem as the ADRC Governing Board. Mr. Robinson left copies of the grant and some brochures.

- B. ADRC State Activities:** The State's goal was to get 2,100 elderly people out of nursing homes and back home, but only 700 have been achieved so far through Family Care or IRIS. Care Wisconsin is the local managed care organization who administers these programs, but they are not re-enrolling clients once they go into nursing homes. The State wants the ADRC Options Counselors to visit nursing homes and enroll eligible clients in Family Care or IRIS if they are able and willing to leave. Also, the State fines hospitals who re-admit patients within 30 days of a previous visit, so the State wants the ADRC staff to visit hospitals and do assessments on these patients, something that the discharge planners normally do. The ADRCs want the State to reconsider and are opposed to it since the hospitals benefit, but not the ADRCs. Donna is focusing on documentation consistency for all four sites. She ~~will~~ maybe do a presentation on proper documentation at the ADRC summit next year. She stressed that good documentation is necessary, especially when grievances are filed. Jack Meyers asked if there was additional funding coming from the State for these extra commitments. Donna replied no, the State said to do more MA billing. Donna is waiting for the new contract. The State is planning a state-wide marketing plan with billboards, radio, and television ads. There is an extra charge to personalize the ads for a particular ADRC.
- C. Regional Meeting for Governing Boards (Suzi Giesen):** Suzie and Warren attended the Regional Meeting in Wisconsin Dells. Suzie felt it was more of a focus group comprised of several counties (Juneau, Sauk, Columbia, plus this ADRC). The group was looking for feedback on how people benefit from Family Care or IRIS, how to improve delivery of long-term care, problems, service gaps, and how to get the word out on ADRCs. A long-term care advisory committee is needed. She thought it could be held every year and was somewhat worthwhile.

X. Old Business

- A. New Policy (Warren):** Draft copies of a new policy on hiring ADRC staff were distributed to the Governing Board members for their consideration. Basically, the policy states that a member of the Governing Board should be present at interviews for ADRC staff hires. The Governing Board will have no say in the final decision, but can offer an assessment of the candidate(s). The Management Team must first approve this policy when they meet in Marquette County on July 30.
- B. Resource Directory:** Copies of the updated Resource Directory were circulated. Donna said that by doing the printing in Marquette County instead of having the Waushara Argus do it, the ADRC is saving a lot of money. Marquette County has the equipment to print, fold, and bind. The Argus sold advertising to cover the printing costs, but charged \$5,000-\$6,000 for shipping (even if Donna picked up). The Governing Board liked the end results. The directories will be printed as needed and possibly added to the ADRC website.

XI. New Business

- A. Governing Board Goals:** Donna stated that Governing Board should provide input on marketing, feedback on unmet needs, and where to focus resources. Warren added that the focus should be on recognizing the ADRC as a single agency, overseeing the budget, hiring staff, and creating policies. Board members should be visiting service clubs, organizations, and churches and bringing Resource Directories along. Warren asked the members to come to the next meeting in August with marketing idea and goals.
- B. Other:** Jack Meyers asked that each future meeting begin with the Pledge of Allegiance. Donna reported that there is a problem with sites closing due to staff shortages, especially in Marquette County where flex time is used. The State mandates that the ADRC sites be open 8:00 a.m. to 4:30 p.m. Monday through Friday. She asked the Governing Board to consider a policy which would address the problem. Warren suggested that no ADRC site may be closed except in an emergency and have the County Board members pass this along to their respective directors. Suzie suggested creating a policy regarding staff hours. Jack Meyers

stated that this must go through the proper channels, starting with each County's Health & Human Services Department, then the County Boards, and finally the Governing Body. He suggested adding this to the next agenda.

- XII. Adjournment: *Motion to adjourn the meeting at 2:15 p.m. was made by Bernadette Krentz, seconded by Jack Meyers, motion carried. The next meeting is scheduled for Thursday, August 9, 2012, at 1:00 p.m. in Montello.***

Respectfully Submitted,

Fran Geier, ADRC Resource Assistant