

**ADRC Advisory Committee Meeting
November 12, 2009**

Members Present: Bob Miller, John Mueller, Elizabeth Tautges, Yvonne Ebben, Dan Witt, Frank Schubert, John Wollner, Ken Grode, Mike Hopfensperger, Vernon Beall, Mary Anne Gruber

Others Present: Bonne Elias Planner, Nancy Krueger, Nancy Leipzig, Felicia Shaw, Joann Dewhurst

Members Excused: Ridge Putnam

1. Roll Call and Introductions – 3:01 pm,
 - A. John Mueller introduced himself as a new member of the ADRC Advisory Committee. He currently serves on the Outagamie County Board of Supervisors and the HHS Board. John is a member of the Larson-Winchester Lions Club and is active with their adaptive equipment recycling program. John is replacing Marilyn Mosher on this committee as Marilyn has joined the Outagamie County Family Care Implementation Committee.
 - B. Bonne Elisa Planner provided a handout on the upcoming meeting dates on Family Care (Dec. 3rd) and finding a Medicare Part D Drug Plan. Outagamie Co. has hired a LTE worker to specific help people on Part D. Outagamie Co. did a learning session on Medicare for county employees.
 - C. Donna Siedschlag – Iola has a new assisted living complex and now hosts the meal site.
 - D. Dan Witt – New Hope Center is ramping up for Family Care to be implemented Jan. 1, currently working with Community Care to establish rates.
2. Motion to approve the agenda made by Frank Schubert, seconded by Yvonne Ebben. Motion approved.
3. Approval of September 2009 meeting minutes with one correction – Yvonne Ebben was not present but was excused. Motion made to approve the minutes made by Bob Miller, seconded by Frank Schubert. Motion carried.
4. Public participation – none
5. Communications – none
6. Committee Member Reports
 - A. Frank Schubert conducted a Power of Attorney workshop for the Waupaca County Caregiver Conference with about 40 in attendance.
 - B. Mike Hopfensperger offered to provide information on Family Care from Calumet Co. as the transition progresses.
7. Prevention Report – Nancy Krueger distributed a summary of workshops and prevention-related events in 2009.
8. Old Business
 - A. ADRC Bylaws (Attachment #1) – Comment from Frank that if the Bylaws state that the committee members are responsible for compliance, and staff are the individuals actually handling the work to organize meetings, then at each meeting there should be an opening statement to confirm that the open meetings law have been complied

with. This will be added as the first item of future agendas. Frank Schubert made a motion that each agenda will start with a request of compliance with open meetings law. Dan seconded the motion. Motion carried.

- B. Approval of amended Bylaws – a motion was made by Frank Schubert to approve the amended Bylaws, seconded by John Wollner. Motion carried. Amended Bylaws will be dated November 12, 2009.
 - C. The ADRC State Conference took place last September. Vernon Beall and Ken Grode attended sessions designed for Advisory Committee members and found that it was a good assembly of thoughts and expectations of committee members. Ken commented that it was an excellent forum. The Advisory Committee needs to measure the pulse of our customers, perhaps invite some of our customers to our meetings.
9. New Business
- A. Advisory Committee Position Description (Attachment #2) – Frank Schubert made a motion to approve the position description to be used to recruit and orient new members, Yvonne Ebben seconded the motion. Motion approved.
 - B. ADRC Enrollment Plan for Family Care – Felicia reported that their enrollment counseling for 215 individuals, completing an enrollment form for each and entering their data into a new state database. Seven individuals are selecting IRIS over Family Care. Their business staff assisted with data entry which was very helpful. Case managers will begin meeting regularly with Community Care regarding each individual consumer.
 - i. The next enrollment counseling training is tomorrow for Outagamie Co. staff to be held in Brillion in conjunction with Manitowoc County. Waupaca County will have enrollment counseling training in January.
 - ii. Vernon suggested that there be a statewide newsletter about ADRCs.
10. Chairman's report – As Ken talks about ADRCs, he finds would like to have business cards with toll free number. Nancy will have business cards printed for each advisory committee member.
11. Motion to adjourn the meeting made by Frank Schubert, seconded by Bob Miller. Meeting adjourned at 4:18.

Advisory Committee meetings for 2010: January 14th, March 11th, May 13th (Annual Meeting), September 9th, and November 11th.
