

**Aging and Disability Resource Center (ADRC) Calumet/Outagamie/Waupaca  
Advisory Committee Meeting Minutes  
Calumet/Outagamie/Waupaca  
Thursday, May 10, 2012  
Goodwill Industries, Menasha**

**Members Present:** Luebke, Wolter, Gentz, Schreiner, Radtke, Lehrer, Stepien, Redman, Schamens, Karth,

**Staff Present:** Stratton, Elias Planner, Enright, Dewhurst, Kramer, Krueger

- 1) CALL TO ORDER: Luebke called the meeting to order at 3:00 p.m.
- 2) QUORUM: It was determined that the meeting was properly announced and a quorum was present.
- 3) ROLL CALL AND INTRODUCTIONS: Introductions were made by committee members and staff.
- 4) APPROVAL OF AGENDA AND MINUTES: Clarification to the March 8, 2012 minutes that COW referred to Calumet, Outagamie and Waupaca counties. The word intake will be removed when referring to the interview done by the Information and Assistance Specialists. Information and Assistance Specialist provide Options Counseling. The word intake is no longer used. Motion by Radtke and a second by Lehrer to approve the agenda and March 8, 2012 minutes. Motion carried unanimously.
- 5) ELECTION OF OFFICERS: Election was held for Chair and Vice Chair. Radtke nominated Luebke as chair, seconded by Wolter. Motion carried unanimously. Paper ballot vote was taken to nominate the vice chair. Lehrer and Radtke were the nominees. Radtke was nominated as the Vice Chair.
- 6) PUBLIC PARTICIPATION: None
- 7) COMMUNICATIONS: None
- 8) COMMITTEE MEMBER REPORTS: Radtke has a visit from State of Wisconsin Legislator, Jim Steineke. 5<sup>th</sup> District Assemblyman. Radtke has requested a State of Wisconsin Blue Book and Steineke delivered this to her home. Discussion with Steineke regarding the Family Care Cap.
- 9) REPORT OF AGING AND DISABILITY RESOURCE CENTER

a. UPDATES FROM BRANCH OFFICES: *Outagamie*: Stratton explained that on July 1, 2011, a cap was put on Family Care. The cap was rescinded on April 3, 2012. Wait list numbers increased significantly as a result of the cap. Counties are now working to catch up. Outagamie County Information and Assistance Specialist are on mandatory overtime to get through the wait list. Outagamie County gets 10-13 slots per month.

The State of Wisconsin Office for Resource Center Development (ORCD) is providing opportunities for individuals to provide input on Long Term Care Sustainability. The internet link to view the proposal is: [www.dhs.wisconsin.gov/lcreform/residential-services.pdf](http://www.dhs.wisconsin.gov/lcreform/residential-services.pdf). The proposal's intention is to ensure the cost-effectiveness and fiscal sustainability of Wisconsin's Long Term Care Programs. A discussion was held on natural supports for individuals needing long term care. "Share the Care" is a program to assist individuals with natural supports. Waupaca and Outagamie counties have trained individuals on "Share the Care." Those trained in Waupaca are all nurses but not by intention. Outagamie's program is coordinated at the Thompson Community Center by Lutheran Social Services. Long term care insurance and pre-planning was discussed. A Regional Long Term Care Advisory Committee meeting will be held on May 17<sup>th</sup> at the Fox Valley Technical College in Appleton to get input from Advisory Committees. Lehrer, Radtke, and Wolter will attend.

Elias Planner shared the ADRC Outagamie County Branch Activity Report and the ADRC Connection Newsletter. *Waupaca*: Information and Assistance Specialists are working overtime in Waupaca to get customers off wait lists. Waupaca expects to get through the wait list in summer of 2012. Discussion regarding planning for Long Term Care and Long Term Care Insurance. The ADRC Connection newsletter will have a page on the Waupaca Caregiver Coalition and caregiver events and resources. This newsletter is distributed throughout Waupaca County. *Calumet*: Prior to the Family Care Cap, Calumet had no Wait List. Currently, there are 82 individuals on the Wait List in Calumet County. Calumet has been allotted one slot per month. Dewhurst shared the ADRC Connection newsletter. Senior Fest will be held on Thursday, June 14, 2012 from 8:30 a.m. -3:30 p.m. at Chilton High School. The event will honor veterans on Flag Day. John Maino will speak about his most recent trip to Afghanistan as well as his work with WWII veterans.

b. ADRC REGIONAL COORDINATOR REPORT: Kramer reported that 131 surveys were mailed to consumers from January through March 2012. The ADRC office had a 40% return. The primary means that consumers heard about the ADRC were through another community agency followed by a family member or friend. Kramer explained the five Disability Benefits Specialists are contracted employees through Valley Packaging Inc., as are the ADRC Assistants. Interviews are taking place for a part-time ADRC Assistant in Outagamie County and a Disability Benefits Specialist. The average case load for a DBS is 55. Organizational Effectiveness (OE) is the concept of how effective an organization is in achieving the outcomes the organization intends to produce. An OE trainer will work with ADRC staff to self assess the strengths and weaknesses of the ADRC leading to increased efficiency, quality and the capacity to achieve outcomes.

c. Krueger, Health and Wellness Coordinator, presented a power point on prevention activities in the region. Those programs include: "Living Well with Chronic Conditions"; "Stepping On"; "Strong Bones"; "Strong Women", "Car Fit" and more. Krueger has a contracted position with Valley Packaging Inc. serving the region. Events in the COW (Calumet, Outagamie and Waupaca Counties) region are updated weekly on the ADRC website at [www.yourADRCresource.org](http://www.yourADRCresource.org).

10. ITEMS FOR ACTION AND DISCUSSION

- a. BY LAWS: The By Laws were updated with the following changes: The state ADRC logo will be added to the document; ARTICLE III, DUTIES AND POWERS, bullet point 7, will be changed to read, “provide financial oversight for the ADRC budget. Eliminate, “including developing a budget and monitoring expenditures; and”; Eliminate all wording in Section III, “Initially, four members will be appointed”; Sections III, IV, and VI will be renumbered. There will no longer be a section number VI; and new wording for Section III, Terms and Tenure, “Members appointed from Outagamie and Waupaca Counties shall serve three (3) year terms. Members appointed from Calumet County will serve two (2) year terms. No Advisory Committee member may serve more than six (6) consecutive years on the Advisory Committee. Motion by Lehrer and a second by Stepien to approve the changes. Motion carried unanimously. Motion by Lehrer and a second by Stepien to approve the By Laws. Motion carried unanimously.
- b. New Member Orientation: Kramer will propose dates in June to the Advisory Committee and staff for member orientation.
- c. Meeting dates and times were discussed. Wolter made a motion to move the meeting time to 2:00 p. m., a second was made by Schamens. Motion carried unanimously.

**NEXT MEETING DATE: Thursday, July 12, 2012, Goodwill Industries, Menasha**

**MEETING ADJOURNED:** Motion made by Lehrer, second by Radtke. Motion carried unanimously.

Respectfully submitted by Darlene Kramer, Regional Coordinator

These are the UNAPPROVED minutes.