

**Commission on Aging Disability Board Meeting Minutes  
June 10, 2020**

The Commission on Aging and Disability met via ZOOM

- Members present:** Virginia Wiedenfeld, Cindy Riley, Sharon Knudson, David Scribbins, Van Nelson, Linda Symons, Sandra Kramer and Carolyn Denman
- Members absent:** Patrick Manning, Gary Peters and Belinda Granger
- HHS Staff present:** Roxanne Klubertanz-Gerber, Kristine Olson, Karn Schauf, Tracie Lee, Joanne Welsh, John Grothjan and Linda Batten
- Others present:** No one

**1. Call Meeting to Order:** Meeting was called to order at 1:00 p.m. (via ZOOM) by David Scribbins

**2. Posting and Agenda:** Linda Batten verified the agenda was posted properly. Sandra Kramer made a motion to approve the agenda; Van Nelson seconded. Motion carried.

**3. Approval of March 11, 2020 Commission on Aging and Disability Meeting Minutes:**

- Sandra Kramer made a motion to approve the March 11, 2020 Commission on Aging and Disability meeting minutes; Virginia Wiedenfeld seconded. Motion carried.

**4. Board Education: Program Update – “I & A to the rescue”**

- Traci Lee informed the board how the coronavirus has affected how Information and Assistance does their jobs. They are now using (ZOOM, phone, snail mail and emails). The Richland Center office has been especially hard hit because the Richland Center office traditionally has more Walk-In traffic than other offices in the region.
- Kristine Olson explained Options Counseling and Long Term Care to the board.
- Karn Schauf told the board of other things that Information and Assistance personnel do. Such as: Transition Planning, Outreach, caregiver programs -NFCSP (National Family Caregiver Support Program) and AFCSP (Alzheimer’s Family Caregiver Support Program), Assisted Devices and because of the coronavirus (FAQ) Frequently Asked Questions.

**5. Program Update: ADRC Elder Benefit Specialist – update**

- Joanne Welsh gave the board a synopsis of the history of the Elder Benefit Program.
- Joanne further stated that her client is the person, not a family member or neighbor and all information is private/confidential.
- Joanne gave the board the number of people she saw last year and the breakdown of male versus female, the percentages of the different age groups and some of the reasons they were seeking her help.
- Joanne reported that because the Medicare Part D website changed so dramatically last year, she had to see people by appointments. She said all of her appointments were filled and she had to turn refer some people to the Medicare Helpline.

**6. ADRC of Eagle Country Regional Update:**

- Roxanne reported that DCS (Dementia Care Specialist) and local offices provided 12 caregiver kits to people receiving caregiver support funding. The kits had things such as: coffee cup, tea, flash cards, ADRC face masks, my life history book and DCS brochures.
- Roxanne told the board that offices are opening on different timelines and will be guided by Public Health. Phase One – 6/8: The Agency and ADRC will not be open. People must have an appointment (which must be on the shared calendar) and must ring the doorbell. If it is for the ADRC, the ADRC receptionist will answer the door. Otherwise, the door will be answer by the Main Front Desk. Phase Two: The building will be open to the public. However, people will be encouraged to make an appointment to lessen the amount of people in the building.
- Roxanne informed the board that Transportation is now providing trips to medical appointments. However, the restart has been slow. The average is four to five trips a day.
- Roxanne said that because of the coronavirus there has been funding changes. The ADRC received \$5000 from the Regional ADRC and that the Caregiver and Nutrition programs will receive extra funding.
- Roxanne introduced John Grothjan (new Regional Director) to the board. John gave the board a synopsis of his history.

## **7. Reports from Aging and Disability Organizations:**

- Sharyn Knudson reported that Schmitt Woodland Hills has had its doors locked since March because of the coronavirus. She further said that health screening is done at the door for all staff. If they answer YES to any of the health questions, they are asked to go back home.
- Sharyn thinks Schmitt will be one of the last ones to open its doors because of the vulnerable population that they serve.

## **8. ADRC budget review:**

- Roxanne reported that the total ADRC budget for services is \$376,724 of which \$158,672 has been spent. This is 42.1% utilization.
- Roxanne further stated that the total Aging budget (EBS, Transportation and NFCSP programs) is \$330,477 of which \$98,389 has been spent. For a total of 29.8% utilization. This is down because transportation has seen less trips as a result of the coronavirus.

## **9. Advocacy:**

- Nothing new because of the coronavirus.

## **10. Citizen Comments:**

- Sandra Kramer said the American Legion has been very quiet. There will be a meeting on 6/18. People will be encouraged to wear a mask and to social distance.

## **11. Schedule Next Meeting:**

- Next meeting is scheduled for Wednesday, July 8, 2020 at 1:00 p.m. via zoom or in Conference Rooms A & B of the Community Services Building, 221 West Seminary Street, Richland Center, WI 53581.

## **12. Adjourn:**

- Motion to adjourn until Wednesday, July 8, 2020 at 1:00 p.m. was made by Sandra Kramer; Linda Symons seconded. Motion carried.

Respectfully submitted,

Linda Batten  
ADRC of Eagle Country - Richland Center Office