Aging and Disability Resource Center of Western Wisconsin

Advisory Committee Meeting Notes

Date: December 15, 2015

Time: 1:00pm to 3:00pm

Place: Monroe County Department of Human Services Building

Present: Sherry Fontaine, Grady Gutnecht, Brian Logue, Jo Ann Nickelatti, Jim Rice, Richard Yarrington, Ole Yttri, Dorothy Will

Staff/Other Guests: Peggy Herbeck, Audra Martine, Pam Eitland, Ron Hamilton, Cheryl Neubauer, Beth Smetana, Brook Duncan, Todd Gunderson, Jean Klousia, Sue Rettler, Laura Moriarty, Pat Peterson, Diana Adamski, Janet Parent

Call to Order:
The meeting was called to order by Grady Gutnecht, Chair, at 1:05pm.

Review of Meeting Minutes from September 29, 2015:
Feedback was requested by Grady Gutnecht regarding the meeting minutes from September 29, 2015. There were no corrections or changes recommended by the committee. Minutes were approved as written.

La Crosse Office Updates:
Audra discussed the merge between the Aging Unit and the ADRC of WW. The Aging Director retired leaving a vacancy. The Aging Unit and the ADRC of WW will become integrated starting January 1, 2016. The two units will co-locate in November 2016. This process has been approved by several boards.

New Initiatives in 2016:
Audra presented information about our future initiatives involving dementia friendly
communities. The ADRC of WW will be working with Aging to create a new position; Dementia Lead. The ADRC has been working as a team with CARRN (Viroqua Office, Sparta Office, and Jackson Office) and the School of Pharmacy in Madison. The team has been working on the initiative to help with medication management in our rural communities. In the La Crosse office, work is being done to coordinate with the hospitals and APS to write a grant for placement of people with Dementia. Cheryl has written a grant for this initiative. A grant was approved for Tai Chi. The grant has no religious affiliation. The Tai Chi classes will include balance and strength activities and the participants will be pre-tested. The sessions will last 6 weeks (two times per week) and need 12 participants. The grant received includes a spring and fall class. The ADRC of WW will help find a place to hold the classes and market the class. Black River Falls, Tomah, and La Crosse will be working with Wisconsin Music and Memory and the local Nursing Homes. This program will use high school students to program music devices for senior citizens.

If the ADRC of WW and the Aging Unit integration happens, the Caregiver Coach Program will include outreaches to caregiver support groups, memory cafes, and other options. There may be opportunities to expand this program into other counties. The grantor is open to looking at other regions.

The ADRC continues to look at new funding ideas and grant prospects.

2016 ADRC Contract Follow Up From Last Meeting:
Moving forward, ADRC boards will have more responsibilities. Handout provided, “Advisory Board Responsibilities – Plan for 2016.” This handout is a draft/starting point of an agenda for 2016. Pam provided feedback. Pam suggested at the June/September meetings to have the governing board actively say whether or not each board member is interested and committed to being an active member (some board members are reappointed in April). Brian requested the information be sent out to each board member prior to the meeting. Todd asked for clarification on the timeline.

Diana Adamski – Regional Quality Specialist Update:
Diana presented background on what areas of the State she covers. Diana discussed the physical location of our ADRC offices and the compliance topics that need to be addressed by March 1, 2016. Each ADRC will be required to do a 2016 compliance plan which will identify the areas of the contract that the ADRC of WW will not be in compliance with. A plan to be in compliance needs to be submitted to DHS by May 2016. If a plan is not in place, it could result in corrective action. Increased importance is placed on the ADRC being open, easily accessible, warm and welcoming (be viewed more like a public library). In terms of financial support, it will be expected that ADRCs have looked at their resources. The Department will prioritize the needs across the state and may assist with funding. Richard Yarrington asked, “Does this mean that ADRCs would be located in private areas.” Diana clarified that this doesn’t mean ADRCs have to be located in a private area. ADRCs can be located anywhere; no requirement to be in a County building. Furthermore, Diana explained that each ADRC office needs to have private meeting spaces to meet with people, free easy access to public parking, comfortable waiting
area, and meet signage requirements. The signage requirements are blue and white, include state approved logo, no size requirement, and be clearly visible to people. Diana offered that the 2016 Contract is setting a higher expectation.

How is the ADRC of WW in comparison to other ADRCs? Diana stated that this region is being proactive in identifying the needs and tackling those needs. Example: eliminating the call center is a huge positive from the State’s view point. The State views the Aging Unit and the ADRC of WW merging in La Crosse as a positive/proactive approach. The ADRC of WW has set an example for other ADRC’s in regards to the relationships this ADRC has with its community partners (Schools, hospitals etc.). These relationships are proof of a strong ADRC. On the flip side, the area of growth for the ADRC of WW is in the area of dementia, dementia care and making our communities dementia friendly.

Discussion took place about Family Care 2.0. The legislators have requested that the State address Family Care 2.0 Discussion took place about the various reports due. ILR will be added to the Bureau. The Department is not requiring integration between Aging and ADRCs; it is strongly encouraged. The State is currently working to provide better technical support when Aging Units and ADRCs decide to integrate. The Feds want to see ADRCs and Aging units together. Wisconsin conducted a statewide survey. The survey results are being finalized and should be available in the first quarter of 2016.

Committee Member Involvement and Feedback:
Richard inquired, “How is it going without a call center?” Call center will no longer be starting January 4, 2016. A few paraprofessionals will be transitioned to professional roles. All of the ADRC staff are going through a lot of training. “If a caller calls from Monroe and the professional is located in Vernon, is the Vernon staff going to be running everywhere?” The answer to this question is No.

Peggy discussed phone coverage. Each I & A Professional staff will take a half day of phone coverage.

Brian asked, “What is the cost of this transition?” Audra presented information about position changes. Three positons have been upgraded and one paraprofessional will be retiring in April; no intent to replace this position. $8,000 for a new phone system. SAMs database is being provided to ADRCs at no cost. Statewide ADRCs need better data. ADRC of WW is moving to SAMS IR; 5 ADRCs are moving to SAMs (10 or 11 ADRCs not currently using SAMs). The data will be sent to the State monthly. Previously, the data was sent quarterly.

Upcoming Meetings and Topics:
Advisory Committee meetings were scheduled for 2016. The day and time will remain Tuesdays from 1:00-3:00pm.

March 22, 2016 La Crosse Office
June 28, 2016 Black River Falls Office
Dorothy Will motion to accept the meeting dates as presented. Richard Yarrington seconded this motion.

**Sparta Office Updates:**
Sue Rettler, Supervisor, introduced Janet Parent, new Social Worker. Sparta office has 66 open cases across the board. Sue stated they are preparing for the new database.

**Viroqua Office Updates:**
Jean Klousia, Supervisor, stated the Viroqua office has two full time Social Workers and each have 47 active cases. The two current Social Workers will be juggling the phones. The paraprofessional staff left and this position will not be replaced. However, they are advertising for a fulltime Professional staff. The workers are very busy with all of the trainings. This office is physically changing the waiting area to be more warm and welcoming.

**La Crosse Office Updates:**
Peggy updated the board on staffing changes. The La Crosse office is going from four DBS positions to three DBS positions. Peggy is working closely with these DBSs to streamline the change. The call center staff are preparing resources for the transition in January.

Audra added that SOAT/LAFC project are not going to be supervised under Audra anymore.

**Black River Falls Updates:**
Todd stated that BRF office is gearing up for all of the upcoming changes in January. As of yesterday, there is a fulltime vacancy for the I & A professional role (formerly known as Social Worker role). BRF continues outreaches in the community – The Lunde Community Center, Senior Center and meal sites.

The meeting was adjourned at 2:45 p.m.

Minutes may be approved, amended or corrected at the next Advisory Committee meeting.

Respectfully submitted by:

Brook Duncan