



Cathy Ley, Department Director

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## **ADRC OF THE LAKESHORE BOARD (Aging & Disability Resource Center) MEETING NOTICE**

DATE: Tuesday, January 22, 2019  
TIME: 10:45 A.M.  
PLACE: Manitowoc County Heritage Center  
1701 Michigan Avenue, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Roll call
2. Previous minutes
3. Correspondence
4. Public comment
5. Approval of agenda as printed
6. Year to Date Budget Report
7. Office Updates
8. Transportation Updates
9. Legislative Updates
10. Next meeting date & Place: March 26, 2019, Kewaunee (Med. Conf. Room)
11. Adjourn

January 14, 2019

Chairperson Catherine Wagner

By: Cathy Ley, Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

ADRC of the Lakeshore Board Minutes  
Tuesday, January 22, 2019  
1701 Michigan Avenue, Manitowoc, WI 54220

Cathy Wagner called the meeting to order at 10:45 a.m. Roll call was taken. Those present were: Mimi Dobbins, Jim Hathaway, Paul Ravet, Sandi Schleis-Ulmen, Kaye Shillin, Tye Geimer, Linda Langman, Connie Gulash, Kenneth Swade and Cathy Wagner. Excused: Linda Teske. Also present were: Cathy Ley, Wendy Hutterer, and Michelle Acevedo.

Motion by Kaye Shillin, second by Connie Gulash, to approve the minutes from November 27, 2018. Motion carried.

Correspondence: Cathy Ley shared two thank you notes that the ADRC received.

Public Comment: None

Motion by Linda Langman, second by Tye Geimer, to approve the agenda as printed. Motion carried.

The November 2018 year to date expense report was distributed and discussed.

Office Updates: Cathy Ley reported that Olivia Delikowski has been hired as an Outreach Coordinator. Cathy also reported that the Dementia Care Specialist is spending one day per week in the Kewaunee office to better serve the community. The ADRC has also completed construction on a room in Manitowoc that will be used for virtual dementia tours.

Cathy Ley reported that the ADRC was awarded the \$85.21 Transportation Grant application. The ADRC is awaiting delivery of a van (awarded in 2017) – expected to arrive in April of 2017.

Legislative Updates: Cathy Ley and Wendy Hutterer shared information regarding Aging Advocacy Day 2019, which will be held on May 14, 2019 at the State Capitol. The ADRC would like to sponsor a bus to attend.

Next Meeting: Tuesday, March 26, 2019 at 10:45 am in the Kewaunee location. There being no other business, Tye Geimer made a motion to adjourn, seconded by Connie Gulash. The meeting adjourned at 11:35 am.

Respectfully submitted,

Cathy Ley



**Cathy Ley, Department Director**

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## **ADRC OF THE LAKESHORE BOARD (Aging & Disability Resource Center) MEETING NOTICE**

**DATE:** Tuesday, March 26, 2019  
**TIME:** 10:45 A.M.  
**PLACE:** Kewaunee County Human Services Building (Med. Conf. Room)  
810 Lincoln Street, Kewaunee, WI 54216

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Roll call
2. Previous minutes
3. Correspondence
4. Public comment
5. Approval of agenda as printed
6. Year to Date Budget Report
7. Office Updates
8. Transportation Updates
9. Aging Advocacy Day
10. Legislative Updates
11. Upcoming Events
12. Next meeting date & Place: May 28, 2019, Manitowoc
13. Adjourn

March 14, 2019

Chairperson Catherine Wagner

By: Cathy Ley, Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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ADRC of the Lakeshore Board Minutes  
Tuesday, March 26, 2019  
810 Lincoln Street, Kewaunee, WI 54216

Cathy Wagner called the meeting to order at 11:10 a.m. Roll call was taken. Those present were: Mimi Dobbins, Jim Hathaway, Paul Ravet, Sandi Schleis-Ulmen, Kaye Shillin, Linda Teske, Tye Geimer, Linda Langman, Connie Gulash, Kenneth Swade and Cathy Wagner. Also present were: Shirley Fessler, Cathy Ley, Wendy Hutterer, and Michelle Acevedo.

Motion by Connie Gulash, second by Tye Geimer, to approve the minutes from January 22, 2019.  
Motion carried.

Correspondence: None

Public Comment: None

Motion by Kenneth Swade, second by Linda Langman, to approve the agenda as printed. Motion carried.

The December 2019 end of year expense report was distributed and discussed.

Office Updates: Michelle Acevedo and Cathy Ley reported on quality measures being established and focused on for the Information & Assistance staff.

Cathy Ley reported that the ADRC is awaiting delivery of a van (awarded in 2017) – expected to arrive in April of 2019.

Aging Advocacy Day: Cathy Ley shared information regarding Aging Advocacy Day 2019, which will be held on May 14, 2019 at the State Capitol. The ADRC would like to sponsor a bus to attend.

Legislative Updates: Cathy shared excerpts from Governor Evers' proposed budget and items that could affect ADRCs.

Upcoming Events: In honor of April being National Volunteer Month, the ADRC will host their volunteer banquets on April 2, 2019 in Manitowoc County and April 9, 2019 in Kewaunee County.

Next Meeting: Tuesday, May 28, 2019 at 10:45 am in the Manitowoc location. There being no other business, Kaye Shillin made a motion to adjourn, seconded by Linda Langman. The meeting adjourned at 12:10 pm.

Respectfully submitted,

Cathy Ley



**Cathy Ley, Department Director**

*cathyley@co.manitowoc.wi.us*

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## **ADRC OF THE LAKESHORE BOARD (Aging & Disability Resource Center) MEETING NOTICE**

**DATE:** Tuesday, May 28, 2019  
**TIME:** 10:45 A.M.  
**PLACE:** ADRC of the Lakeshore – Manitowoc County Heritage Center  
1701 Michigan Avenue, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Roll call
2. Previous minutes
3. Correspondence
4. Public comment
5. Approval of agenda as printed
6. Year to Date Budget Report
7. Office Updates
8. Update on Aging Advocacy Day
9. Legislative Updates
10. Upcoming Events
11. Next meeting date & place: July 23, 2019 10:45am Kewaunee
12. Adjourn

May 20, 2019

Chairperson Catherine Wagner  
By: Cathy Ley, Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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ADRC of the Lakeshore Board Minutes  
Tuesday, May 28, 2019  
1701 Michigan Avenue, Manitowoc, WI 54220

Cathy Wagner called the meeting to order at 10:50 a.m. Roll call was taken. Those present were: Mimi Dobbins, Jim Hathaway, Sandi Schleis-Ulmen, Kaye Shillin, Linda Teske, Shirley Fessler, Tye Geimer, Linda Langman, Kenneth Swade and Cathy Wagner. Also present were: Sherry Schuelke, Cathy Ley, and Wendy Hutterer. Excused: Paul Ravet, Connie Gulash

Motion by Tye Geimer, second by Linda Langman, to approve the minutes from March 26, 2019. Motion carried.

Introductions: Cathy Ley introduced Sherry Schuelke, Regional Quality Specialist from the Department of Health Services.

Correspondence: Cathy Ley shared 2 thank you notes the ADRC received.

Public Comment: None

Motion by Tye Geimer, second by Shirley Fessler, to approve the agenda as printed. Motion carried.

The April 2019 end of year expense report was distributed and discussed.

Office Updates: Cathy Ley shared that the ADRC is currently recruiting for 3 Meal Site Manager Positions due to retirements. They are also recruiting for an Information & Assistance Program Manager. Cathy also shared statistics from the ADRC Facebook Page. The ADRC had a post about dementia in March 2019 that went viral. They currently have had 7,403,271 people see the post and 862,419 post engagements (comments, likes, shares or reactions).

Aging Advocacy Day: Event was held May 14, 2019 in Madison. Five COA & ADRC Board Members attended along with Cathy Ley & Wendy Hutterer. Jim Hathaway, Sandi Schleis-Ulmen, and Tye Geimer gave an update on the experience.

Legislative Updates: Cathy shared the platforms discussed at Aging Advocacy Day. She also shared the news that Senior Care Prescription Drug Program has been extended for 10 years.

Upcoming Events: In honor of April being National Volunteer Month, the ADRC hosted volunteer banquets on April 2, 2019 in Manitowoc County and April 9, 2019 in Kewaunee County. They were well attended and successful. There are multiple classes being offered in both counties over the summer.

Next Meeting: Tuesday, July 23, 2019 at 10:45 am in the Kewaunee location. There being no other business, Tye Geimer made a motion to adjourn, seconded by Linda Langman. The meeting adjourned at 11:44 am.

Respectfully submitted,

Cathy Ley



**Cathy Ley, Department Director**

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## **ADRC OF THE LAKESHORE BOARD (Aging & Disability Resource Center) MEETING NOTICE**

**DATE:** Tuesday, July 23, 2019  
**TIME:** 10:45 A.M.  
**PLACE:** ADRC of the Lakeshore – Kewaunee Co. Human Services Building  
810 Lincoln Street, Kewaunee, WI 54216

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Roll call
2. Previous minutes
3. Correspondence
4. Public comment
5. Approval of agenda as printed
6. Year to Date Budget Report
7. Office Updates
8. Legislative Updates
9. Upcoming Events
10. Next meeting date & place: September 24, 2019 10:45am Manitowoc
11. Adjourn

July 12, 2019

Chairperson Catherine Wagner  
By: Cathy Ley, Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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ADRC of the Lakeshore Board Minutes  
Tuesday, July 23, 2019  
810 Lincoln Street, Kewaunee, WI 54216

Cathy Wagner called the meeting to order at 10:55 a.m. Roll call was taken. Those present were: Mimi Dobbins, Jim Hathaway, Paul Ravet, Sandi Schleis-Ulmen, Kaye Shillin, Linda Teske, Shirley Fessler, Tye Geimer, Connie Gulash, Linda Langman, Kenneth Swade and Cathy Wagner. Also present were: Dana Johnson, Cathy Ley, Melissa Konop and Wendy Hutterer.

Motion by Tye Geimer, second by Kaye Shillin, to approve the minutes from May 28, 2019. Motion carried.

Correspondence: None

Public Comment: None

Motion by Connie Gulash, second by Tye Geimer to approve the agenda as printed. Motion carried.

The June 2019 end of month expense report was distributed and discussed.

Office Updates: Cathy Ley introduced Dana Johnson – Kewaunee County Human Services Director to the ADRC Board. She also introduced Melissa Konop who has been promoted to I & A Program Manager for the ADRC. Cathy shared that the ADRC has hired Rebecca Bottoms, Marcia Dorner and Cindy Richard for 3 Meal Site Manager Positions that were vacant due to retirements. They are also hired Katrina Pratt as an I & A to replace the vacancy created by Melissa's promotion. Katrina will start on August 5, 2019.

Cathy shared that the budget process has begun and that she will present her budget at the September ADRC Board Meeting. Cathy also informed the board that Care Wisconsin will no longer be the MCO that serves Kewaunee County as of January 1, 2020. A new MCO will come in at that time. Cathy and the staff will be working with the state to provide options/enrollment counseling to all residents who currently have Care Wisconsin as their MCO. This will start in mid-August. Cathy and Melissa are currently working with the state on this transition.

Legislative Updates: Cathy provided an overview of the state budget items that affect the ADRC.

Upcoming Events: The ADRC will have a team in the Alzheimer's Walk on September 14, 2019. Board members were invited to participate in this event.

Next Meeting: Tuesday, September 24, 2019 at 10:45 am in the Manitowoc location. Linda Teske asked if the meeting time could be changed due to the Wisconsin Counties Association meeting. Cathy will check protocol with Corporation Counsel and get back to the board. There being no other business, Shirley Fessler made a motion to adjourn, seconded by Linda Langman. The meeting adjourned at 11:30 am.

Respectfully submitted,

Cathy Ley





Cathy Ley, Department Director

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## **ADRC OF THE LAKESHORE BOARD (Aging & Disability Resource Center) MEETING NOTICE**

DATE: Tuesday, September 24, 2019  
TIME: 10:45 A.M.  
PLACE: ADRC of the Lakeshore – Manitowoc County Heritage Center  
1701 Michigan Avenue, Manitowoc

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Roll call
2. Previous minutes
3. Correspondence
4. Public comment
5. Approval of agenda as printed
6. Year to Date Budget Report
7. Office Updates
8. 2020 Proposed Budget (Discussion & Possible Action)
9. 2020 s85.21 Transportation Grant (Discussion & Possible Action)
10. Legislative Updates
11. Upcoming Events
12. Next meeting date & place: November 26, 2019 10:45am Kewaunee
13. Adjourn

September 6, 2019

Chairperson Catherine Wagner

By: Cathy Ley, Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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ADRC of the Lakeshore Board Minutes  
Tuesday, September 24, 2019  
1701 Michigan Avenue, Manitowoc, WI 54220

Cathy Wagner called the meeting to order at 10:55 a.m. Roll call was taken. Those present were: Jim Hathaway, Sandi Schleis-Ulmen, Kaye Shillin, Shirley Fessler, Tye Geimer, Connie Gulash, Linda Langman, Kenneth Swade and Cathy Wagner. Also present were: Cathy Ley, Melissa Konop and Wendy Hutterer. Excused: Mimi Dobbins, Paul Ravet and Linda Teske.

Motion by Linda Langman, second by Tye Geimer, to approve the minutes from July 23, 2019. Motion carried.

Cathy Ley reported that she spoke with Corporation Counsel about the ability to change the ADRC meeting due to a conflict. It can be done, but is difficult due to the number of people, the two counties and the ability to find a time everyone can make it. Cathy reported that when she schedules the meetings in 2020, she will change the date of the September meeting so that there is no conflict with the Wisconsin Counties Association meeting.

Correspondence: None  
Public Comment: None

Motion by Connie Gulash, second by Shirley Fessler to approve the agenda as printed. Motion carried.

The August 2019 end of month expense report was distributed and discussed.

Office Updates: Cathy informed the board that Care Wisconsin will no longer be the MCO that serves Kewaunee County as of January 1, 2020. A new MCO will come in at that time. Cathy and the staff will be working with the state to provide options/enrollment counseling to all residents who currently have Care Wisconsin as their MCO. Cathy and Melissa are currently working with the state on this transition.

The ADRC recently trained the Bank of Luxemburg as a dementia friendly business.

2020 Proposed Budget: Cathy presented her 2020 proposed ADRC budget to the ADRC Board. Motion by Connie Gulash, second by Linda Langman to accept the budget. Motion carried.

2020 s.85.21 Transportation Grant: Cathy let the Board know that the ADRC would like to apply for s.85.21 transportation grant funds in the amount of \$239,602. County match is \$47,883. Motion by Ken Swade, second by Kaye Shillin to submit the grant. Motion carried.

Legislative Updates: None

Upcoming Events: Living Well Classes are currently being held in both Kewaunee and Manitowoc counties. Stepping On class at Manitowoc Health and Rehab and one upcoming at Aurora Medical Center.

Next Meeting: Tuesday, November 26, 2019 at 10:45 am in the Kewaunee location. There being no other business, Tye Geimer made a motion to adjourn, seconded by Connie Gulash. The meeting adjourned at 11:28 am.

Respectfully submitted,

Cathy Ley



Cathy Ley, Department Director

[cathyley@co.manitowoc.wi.us](mailto:cathyley@co.manitowoc.wi.us)

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## **ADRC OF THE LAKESHORE BOARD (Aging & Disability Resource Center) MEETING NOTICE**

DATE: Tuesday, November 26, 2019  
TIME: 10:45 A.M.  
PLACE: Kewaunee County Human Services Building  
810 Lincoln Street, Kewaunee, WI 54216

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Roll call
2. Previous minutes
3. Correspondence
4. Public comment
5. Approval of agenda as printed
6. Board Updates
7. Year to Date Budget Report
8. Adjusted Grant Funding for 2019 (Discussion & Possible Action)
9. Office Updates
10. 2020 s5310 & s.8521 Transportation Grant Updates
11. Legislative Updates
12. Upcoming Events
13. Next meeting date & place: January 28, 2020 10:45 am Manitowoc
14. Adjourn

November 15, 2019

Chairperson Catherine Wagner  
By: Cathy Ley, Director

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ADRC of the Lakeshore Board Minutes  
Tuesday, November 26, 2019  
810 Lincoln Street, Kewaunee, WI 54216

Cathy Wagner called the meeting to order at 10:55 a.m. Roll call was taken. Those present were: Mimi Dobbins, Jim Hathaway, Sandi Schleis-Ulmen, Kaye Shillin, Shirley Fessler, Linda Teske, Tye Geimer, Linda Langman, Kenneth Swade and Cathy Wagner. Also present were: Cathy Ley, Melissa Konop and Wendy Hutterer. Excused: Paul Ravet and Connie Gulash.

Motion by Tye Geimer, second by Linda Langman, to approve the minutes from September 24, 2019. Motion carried.

Correspondence: Cathy shared a thank you note from the Alzheimer's Association expressing thanks to the ADRC and employees Melissa Konop and Ariel Yang for their work on the Alzheimer's Walk.

Public Comment: None

Motion by Mimi Dobbins, second by Tye Geimer to approve the agenda as printed. Motion carried.

Board Updates: Cathy distributed the 2020 ADRC Board Schedule.

The October 2019 end of month expense report was distributed and discussed.

Adjusted Grant Funding: Cathy shared with the ADRC Board the revisions to the ADRC Older American's Act funding for 2019. The ADRC will receive \$40,931 more than budgeted for. Motion by Ken Swade, second by Kaye Shillin to amend the 2019 ADRC budget to accept the additional grant funding. Motion carried.

Office Updates: The ADRC is currently recruiting for a part-time receptionist in the Kewaunee location to fill a vacancy. Cathy informed the board that the Kewaunee transition away from Care Wisconsin is almost complete. The staff has provided options/enrollment counseling for approximately 90 people. 2020 s.85.21 Transportation Grant: Cathy let the Board know that the ADRC would like to apply for s.85.21 transportation grant funds in the amount of \$239,602. County match is \$47,883. Motion by Ken Swade, second by Kaye Shillin to submit the grant. Motion carried.

Legislative Updates: Cathy reported that Governor Evers vetoed AB 76 which would have reduced the training for Certified Nursing Assistants.

Next Meeting: Tuesday, January 28, 2020 at 10:45 am in the Manitowoc location. There being no other business, Linda Langman made a motion to adjourn, seconded by Kaye Shillin. The meeting adjourned at 11:28 am.

Respectfully submitted,

Cathy Ley