



## COMMISSION ON AGING MEETING NOTICE

DATE: Tuesday, January 22, 2013  
TIME: 2:00 P.M.  
PLACE: ADRC – Manitowoc Office  
Manitowoc County Office Complex  
4319 Expo Drive, Manitowoc, WI

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. Welcome and introduction of Members
3. Previous minutes
4. Correspondence
5. Public input
6. Approval of agenda as printed
7. Aging Program Merger Updates
8. Election of Officers, i.e. Co-chairpersons and Secretary
9. Review Aging Plan Activities
10. 2013 Older American Act Funding
11. Prevention Grant Opportunities (Discuss, Recommendation)
12. 53.10 Grant Application (Discuss, Recommendation)
13. Special Grant Request with OAA funding (Discuss, Recommendation)
14. Next meeting date & Place
15. Adjourn

January 16, 2013

Chairperson to be appointed  
By: Sara Malay, Aging Program Supervisor, ADRC

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.

Commission on Aging  
January 22, 2013 Minutes  
2:00 p.m.

Director, Judy Rank, called the meeting to order at 2:01 p.m.

Those present: Cathy Wagner, Shirley Fessler, Connie Gulash, Mona Lou Horstketter, Melvin Waack, Linda Sinkula, Kaye Shillin, Helen Clinton, Arletta Bertrand and Rose Quinlan. Also present: Judy Rank and Sara Malay Excused: Melvin Bourgeois and Lynn Jerabek.

Welcome: Introductions were made of each of the committee members.

Minutes from each of the previous Aging Programs were reviewed by members of the current committee but no action was taken as those committees are now dissolved.

Correspondence: Letter received from GWAAR approving the 2013-2015 Aging Plan for the ADRC of the Lakeshore

Public Input: None

Motion by Linda Sinkula, second by Arletta Bertrand, to approve the agenda as printed. Motion carried.

Merger Updates: The 66.03 Governmental Agreement was reviewed with the committee members. Work will need to be done with legal council to update it due to change in management. A full agency staff meeting was held in December 2012 in order for everyone to get familiar with each other. Another staff meeting will be scheduled for the end of February. Kewaunee County calls are being forwarded to the #800 number for the ADRC as of January 2<sup>nd</sup>. Members were asked that if concerns were brought to their attention on how the calls were being handled, they should let Judy or Sara know so that the concern can be addressed. Meetings have been held to discuss Benefit Specialist coverage over the region. Information & Assistance Specialist coverage has also needed to be addressed with having three new hires hopefully by the end of February.

With the requirement of having separate aging commissions for each county within the region of the ADRC, discussion was held around the possibility of the two committees meeting together, every-other month at alternate sites and work together as a team. If a situation comes up that is county specific, a subcommittee meeting could be called for the members of that county after the regular meeting. As discussed, rather than having a chair and vice-chair, co-chairs will be elected – one from each county and they will call the meeting at their location. The secretary elected will take minutes at all meetings. Special meetings can be called as necessary.

Elections: Melvin Waack nominated Linda Sinkula as co-chair. The nomination was seconded by Rose Quinlan. No other nominations were made. Arletta Bertrand made a motion to close the nominations. Rose Quinlan seconded the motion. Motion carried.

Cathy Wagner nominated Melvin Waack as co-chair. The nomination was seconded by Connie Gulash. No other nominations were made. Arletta Bertrand made a motion to close the nominations. Linda Sinkula seconded the motion. Motion carried.

Melvin Waack presided over the meeting from that point forward.

Connie Gulash nominated Cathy Wagner as secretary. The nomination was seconded by Linda Sinkula. No other nominations were made. Arletta Bertrand made a motion to close the nominations. Linda Sinkula seconded the motion. Motion carried.

Aging Plan Review: The outline of the Plan's activities was reviewed with the committee members under each of the sections and local priorities. This is the foundation to which we will work for the next three years. The committee members were a part of the development process or approval process. Some discussion was made with regard to the survey process and getting feedback from the public.

OAA funding: Judy Rank reviewed the Older American Act grant funds that will be available to the ADRC for work in 2013. As explained, funds will be distributed by GWAAR in increments throughout the year. The State budget ends in June 2013 and the funding formulas will change as they are based on the latest census information – this in turn will affect the amount of grant funds allocated either positively or negatively to each of the counties. Specific budget amounts were shared.

Prevention Grant: GWAAR announced a grant opportunity for counties to pursue for up to \$10,000 for expanding hours of current staff or the hire of new staff to work with the Living Well Program. Mona Lou Horstketter made a motion to pursue the grant. Shirley Fessler seconded the motion. Motion carried.

The Dementia Care Specialist funding was awarded to the ADRC and interviews have been complete. This staff person will work with people who have dementia and their caregivers to assist them with resources, social interaction and activities.

53.10 Grant: As outlined in the Aging Plan, transportation is a local priority due to the lack of resources. The 53.10 grant application is an opportunity to acquire a vehicle that could be available to provide the much needed service in Kewaunee County. A match is required to which there are Trust Fund monies available if awarded. The goal is to build a sustainable project so that no additional operation funds would need to come from tax levy. Mona Lou Horstketter made a motion to apply for the 53.10 grant. Linda Sinkula seconded the motion. Motion carried.

Special Funds: Sara Malay shared that in the process of closing out the 2012 year-end, there is a possibility that funds may be available in the congregational dining program to earmark them into a special fund. Specifically and most recently, the Algoma Dining Site held at the United Methodist Church, Algoma is in need of replacing their commercial grade dishwasher in the near future. The dishwasher is 30+ years old and after the last repair, the church was told that it would probably be the last as parts are not available for that model anymore. We needed to decline the church's request for additional operating funds for 2013. We could look at giving funds to this capital purchase if monies are available. Rose Quinlan made a motion to approve the special account targeted for the dishwasher if the funds are available. Connie Gulash seconded the motion. Motion carried.

The next meeting is scheduled for Wednesday, March 27<sup>th</sup> at 10:00 am in Kewaunee.

There being no other business, Linda Sinkula made a motion to adjourn, motion was seconded. The meeting adjourned at 3:25 pm.

Respectfully submitted,  
Sara Malay



## COMMISSION ON AGING MEETING NOTICE

DATE: Wednesday, March 27, 2013  
TIME: 10:00 A.M.  
PLACE: ADRC - Kewaunee Office  
Kewaunee County Public Health & Human Services Center  
810 Lincoln Street, Kewaunee

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. Welcome and introduction of new members
3. Previous minutes
4. Correspondence
5. Public input
6. Approval of agenda as printed
7. Self-Assessment of 2012 Aging Plan (possible discussion and approval)
8. Year to date expenses
9. Transportation
  - a. 5310 application
  - b. LogistiCare
  - c. Transportation Advocacy April 17
10. Sequestration
11. Prevention Grant
12. Dementia Care Specialist (Alisha Andrews)
13. Director's Report
14. Meeting Evaluation
15. Next meeting date & Place
16. Adjourn

March 19, 2013

Co-Chairperson: Linda Sinkula  
By: Sara Malay, Aging Program Services

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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## **Commission on Aging**

March 27, 2013 Minutes

10:00 a.m.

Linda Sinkula, chairperson called the meeting to order at the ADRC of the Lakeshore, Kewaunee site at 10:00 a.m.

**Those present:** Cathy Wagner, Shirley Fessler, Melvin Waack, Linda Sinkula, Kaye Shillin, Helen Clinton, Arletta Bertrand, Rose Quinlan, and Lynn Jerabek.

Also present: Cori McFarlane, Judy Rank and Sara Malay

Excused: Connie Gulash, Melvin Bourgeois and Mona Lou Horstketter

**Welcome:** Introductions were made of each of the committee members as some members were not present at the first meeting of the Commission in January.

**Minutes** from the January 22<sup>nd</sup>, 2013 meeting were mailed prior to the meeting. Cathy Wagner made a motion to accept the minutes as mailed. Shirley Fessler seconded the motion. Motion carried.

**Correspondence:** Membership letter from ADPAW was received by the ADRC. Judy Rank offered that if any committee member was interested in becoming a member, they could sign up. Sara Malay and Judy will both be members. The ADRC conference will be held this year in Green Bay on May 13-15<sup>th</sup>. While the agenda for the conference has not been released, there is usually a track for board members to attend. Since there will be no meeting of the COA prior to the conference, this information will be mailed to members for their consideration.

**Public Input:** None

Kay Shillin made a motion to approve the agenda as printed. Melvin Waack seconded the motion. Motion carried.

**Self-Assessment:** Sara Malay reviewed the Self-Assessment outline for the services provided by the ASU in Kewaunee County. The Goals of the Plan were reviewed along with the accomplishments for 2012. As discussed, a large part of the year focused on the merger of aging programs of Manitowoc and Kewaunee Counties. Other significant accomplishments included: training of volunteer drivers, the start-up of the Arthritis Exercise Program, Falls Prevention Awareness activities, and the completion of the Prevention Grant activities for Living Well Programming. Rose Quinlan made a motion to approve the self-assessment as reviewed with the committee. Arletta Bertrand seconded the motion. Motion carried.

Judy Rank reviewed the Self-Assessment outline for the services provided by the ADRC in Manitowoc County with the committee members. The Goals of the Plan were reviewed along with the accomplishments for 2012. As previously discussed, a large part of the year focused on the merger of aging programs of Manitowoc and Kewaunee

Counties. Melvin Waack made a motion to approve the self-assessment as reviewed with the committee. Shirley Fessler seconded the motion. Motion carried. Cathy Wagner and Shirley Fessler both commented that the ADRC is doing a good job in offering good programs.

**Year to Date Expenses:** Judy Rank reviewed the funding sources that come into the ADRC of the Lakeshore for Aging Programs. Minimal expenses are on record at this time as vouchers are a month behind for billing purposes and we are early in the year.

**Transportation:** 5310 grant – Sara Malay explained that the 5310 grant for acquiring an accessible vehicle for Kewaunee County Transportation Program was submitted to the State DOT for consideration. In the process of waiting to hear about the award, work will move forward in completing the surveys as outlined in the 85.21 grant to determine the best use of the vehicle in order to expand the transportation services in Kewaunee County.

Logisticare – With Logisticare giving their notice to end their contract with the State of WI in providing MA transportation for non-emergency transportation, Judy Rank described the process that is taking place to get another brokerage service in place. As reported, 2 national companies have submitted their applications. In the meantime, Logisticare is required to fulfill their contract until a firm is able to take care of business.

Transportation Advocacy (April 17) – Legislative Days will be held in Madison which is an opportunity to advocate on Transportation issues. GWAAR is encouraging attendance. A new funding formula will be in place which directs the amount of funding that is designated to each county. Manitowoc County stands to lose a significant amount of funding. Kewaunee County will not as the minimum amount is already received, unless the minimum is lowered. With the Kewaunee Nuclear Plant closing, 60% of the employees lived between Manitowoc and Kewaunee Counties. The potential unemployment level will have significant impact on increased poverty among residents and lower household income.

**Sequestration:** Judy Rank reviewed the meaning of sequestration and the impact it will have on Older American Act funding. It is hopeful that with the Wisconsin budget being set through June and the federal government budget being in place through September that the impact of a decrease in funding may not be felt in this current budget year. At this time, it is anticipated that a cut in funds will be made in the nutrition programs. The time is now for advocacy. COA members were encouraged to attend legislative hearings or put their concerns in writing to joint finance members. Judy stated she would prepare a template letter and distribute it to members.

**Prevention Grant:** Sara Malay stated that the Living Well Grant that was presented to the committee at the last meeting was submitted and awarded to the ADRC of the Lakeshore. The funds are designated to the hiring of a person to work the activities of the grant which include developing partnerships with the local medical providers. In addition, Kewaunee and Manitowoc Counties were selected to participate in another

program with similar goals in partnership with the medical community. It is hopeful that these opportunities will open avenues for the other prevention programs of Stepping On and the Powerful Tools for Caregiving.

**The Dementia Care Specialist:** This item was listed on the agenda in error.

**Director's Report:** Cori McFarlane introduced herself as the new director of the Kewaunee County Human Services Dept, having started February 11<sup>th</sup>. Cori stated she worked at the state level for 15 years and was exposed to some work with the ADRCs. As stated, more mergers are on the horizon for additional partnerships within the arena of Human Services as the resources get tighter. Kewaunee County has had some conversations with Door and Manitowoc Counties in the venture of looking at options as well as expanding to other counties. In regard to Family Care, Rolf Hanson, CEO of the NEW Family Care District, continues to advocate for joint finance to include funding for Family Care. The District has been given an extension to its planning grant for one more quarter.

Judy Rank gave an update on the merger of programs and the work that staff are doing as a group to assure consumers are being served timely. A quality improvement project through Niatx is being put in place in order to assure good customer service, avoid call-backs and lessen the time for return calls. Committee members were encouraged to speak up if they hear of dissatisfied consumers.

Sara Malay distributed a listing of the Commission members which outlined term appointments. A Rummage Sale fundraising event will be held in May during the Luxemburg Village-wide Rummage Sale in order to raise funds to continue to offer a reduced fee scale to participants. Proceeds will go toward reduced fares for individuals attending Journey adult day services. Members of the commission were encouraged to take flyers and advertise donations. W-9 forms were distributed to the Kewaunee representatives for mileage reimbursement and county board per diems. Citizen representatives were encouraged to track their time at meetings for in-kind donations.

**Meeting Evaluation:** Marvin Waack stated the reports given were excellent. The presentation of information by staff was also appreciated.

The next meeting is scheduled for Tuesday, May 28<sup>th</sup> at 10:00 am in Manitowoc.

Cathy Wagner made a motion to adjourn the meeting at 11:45 am. Lynn Jerabek seconded the motion. Motion carried.

Respectfully submitted,  
Sara Malay





## COMMISSION ON AGING MEETING NOTICE

DATE: Tuesday, May 28, 2013  
TIME: 10:00 A.M.  
PLACE: Aging and Disability Resource Center – Manitowoc Office  
Manitowoc County Office Complex  
4319 Expo Drive, Manitowoc, WI

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. Welcome
3. Previous minutes
4. Correspondence
5. Public input
6. Approval of agenda as printed
7. Aging Program Merger Updates
8. Legislative Update
9. YTD Budget Report
10. Prevention Program Update
11. Transportation Update (MTM Broker and 5310)
12. Nutrition Program (Farm Market Program, Modernization)
13. Next meeting date & Place
14. Adjourn

May 20, 2013

Co-Chairperson Melvin Waack  
By: Sara Malay, Aging Program Supervisor, ADRC

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## Commission on Aging

May 28, 2013 Minutes

Linda Sinkula, co-chairperson called the meeting to order at the ADRC of the Lakeshore, (Manitowoc site) at 10:01 a.m.

**Those present:** Cathy Wagner, Shirley Fessler, Linda Sinkula, Kaye Shillin, Helen Clinton, Arletta Bertrand, Rose Quinlan, Lynn Jerabek, Connie Gulash, Melvin Bourgeois and Mona Lou Horstketter. Also present: Judy Rank and Sara Malay  
**Excused:** Melvin Waack

**Welcome:** All were welcomed for the Commission on Aging meeting.

**Minutes** from the March 27<sup>th</sup>, 2013 meeting were mailed prior to the meeting. Shirley Fessler made a motion to accept the minutes as mailed. Arletta Bertrand seconded the motion. Motion carried.

**Correspondence:** Judy Rank stated at the recent ADRC conference, an official proclamation from the governor was handed out in recognition of ADRC week. June 15<sup>th</sup> is Elder Abuse awareness day and the ADRC is working to have a proclamation created from the county board in recognition of this.

**Public Input:** None. Judy Rank did recognize Shirley Fessler's (of the COA) receipt of the Felician Award which recognizes retired people who volunteer for senior programs. Congratulations Shirley!

**Agenda:** Melvin Bourgeois made a motion to approve the agenda as printed. Lynn Jerabek seconded the motion. Motion carried.

**Aging Program Merger Updates:** Sara Malay reviewed the activities of the continued efforts from the Aging Program merger. The ADRC staff recently completed a NIATx process improvement project to reduce consumer wait time. This process proved to be very successful in achieving the goal set out to be accomplished.

Behind the scene activities continue as we work with the IT depts. to assure computer systems are working efficiently, phone calls are being answered in the Manitowoc office with ease in transferring calls, full staff meetings have been held to build team camaraderie and systems efficiencies, best practice models for the nutrition and prevention programs are being considered and pursued. Defining worker roles and responsibilities continues as we move forward through this process.

**Legislative Updates:** Manitowoc Senior Fair was held in order to keep seniors informed of resources available to them. Break-out sessions with featured topics were presented. Kim JF presented information on the Affordable Care Act. For the most part, seniors are already benefiting as work is being done to close the donut hole for prescription drug costs (to be completed by 2020). The insurance exchange provision was reviewed. As discussed, enrollment will be handled via the internet for the general public. Seniors will not be affected if they are on Medicare. The goal is to get people on insurance rather than MA. This will be an option for seniors retiring before they are 65 years old. Advantage Plans will probably see higher premiums and co-pays. Sequestration hasn't affected seniors directly. The Cost of Living (COLA) will decrease any increases seen by beneficiaries. Joint Finance is working on the State budget. Senator Nygard is going to submit an amendment on Older American Act funding. Family Care is not included in the budget at this point but there is talk that county's will be able to pursue joint finance on their own in order to apply for Family Care in their county. The transportation amendment doesn't affect the funding in the 85.21 grant, which is funding used for direct service transportation to seniors and those individuals with disabilities. It is forecasted that the budget will be approved in mid-June.

**YTD Update:** Judy Rank reviewed the budget outline with detail from April as well as the year to date information. An explanation was given in regard to the title description and allocated amounts in each funding stream.

**Prevention Program Update:** The ADRC of the Lakeshore is being included in 3 grants from GWAAR in the next few years. One grant is for the implementation of a research project using the class: Tai Chi Fundamentals and disseminating its affect on reducing falls in seniors. A marketing/outreach grant was awarded to develop and expand community partners for the Living Well Workshops. Also, a Bringing Healthy Aging to Scale (B-HAS) grant was awarded to further implement the Stepping On program for falls prevention.

**Transportation Update:** Kewaunee County was awarded a 5310 acquisition grant for the purchase of a new accessible van. The vehicle will be delivered late summer of 2014. This vehicle will be used to develop accessible transportation options in the communities. The State announced that MTM will be replacing Logisticare Brokerage system for non-emergency transportation to recipients of Medicaid effective August 1<sup>st</sup>. The same phone numbers will be used through the transition to make it easier on consumers.

**Nutrition Program:** The Farm Market voucher program will start in June to which applications are taken from eligible seniors who qualify for \$25 worth of vouchers for fresh produce from local farmers/growers. Sara Saye was hired to work with the State as the senior nutrition program coordinator. Work will get started again on the statewide modernization project for the senior nutrition program.

The next meeting is scheduled for Tuesday, July 23<sup>rd</sup> at 10:00 am in Kewaunee.

Mona Horstketter made a motion to adjourn the meeting at 11:25 am. Arletta Bertrand seconded the motion. Motion carried.

Respectfully submitted,  
Sara Malay



## COMMISSION ON AGING MEETING NOTICE

DATE: Tuesday, July 23, 2013  
TIME: 10:00 A.M.  
PLACE: ADRC –Kewaunee Office  
Kewaunee County Public Health & Human Services Center  
810 Lincoln Street, Kewaunee

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 input
5. Approval of agenda as printed
6. Aging Plan Review and Discuss
7. Year to Date Older American Act ADRC Budget
8. Older American Act Budget update
9. Affordable Care Act update
10. Prevention Program Update and Review
11. Transportation Update (MTM Broker)
12. Next meeting date & Place
13. Adjourn

July 12, 2013

Chairperson Linda Sinkula  
By: Sara Malay, Aging Program Supervisor, ADRC

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## Commission on Aging

July 23, 2013 Minutes

Melvin Waack, co-chairperson called the meeting to order at the ADRC of the Lakeshore, (Kewaunee site) at 10:00 a.m.

**Those present:** Melvin Waack, Cathy Wagner, Shirley Fessler, Linda Sinkula, Kaye Shillin, Helen Clinton, Arletta Bertrand, Rose Quinlan, Lynn Jerabek, Connie Gulash, and Mona Lou Horstketter. Also present: Sara Malay  
**Excused:** Melvin Bourgeois

**Welcome:** All were welcomed for the Commission on Aging meeting.

**Minutes** from the May 28, 2013 meeting were mailed prior to the meeting. Linda Sinkula made a motion to accept the minutes as mailed. Shirley Fessler seconded the motion. Motion carried.

**Correspondence:** None.

**Public Input:** None.

**Agenda:** Lynn Jerabek made a motion to approve the agenda as printed. Arletta Bertrand seconded the motion. Motion carried.

**Aging Plan review and discuss:** Sara Malay handed out an outline of Section 4 of the Aging Plan which reviewed the focus areas set up by the State and the local goals of the ADRC. Progress under each section was discussed with the committee members. The activities to be complete by the staff of the ADRC are on task or within reach of being accomplished by the end of 2013 as planned. Section 5 of the Plan reviewed local focus areas, including marketing of the ADRC services via the agency website and completing a survey of transportation needs. These also are on task of being complete for this year.

**YTD ADRC Budget Report:** The Financial Summary outline showing the budget through the month of May for the ADRC was reviewed with committee members. A comparison was made to the budgeted amount to show that the ADRC is operating within the budgeted amount. Significant budget cuts in federal funding due to census re-allocations and sequestration cuts were reviewed in this year's budget. Fortunately, the State of WI was able to budget funds so that no aging unit was faced with actual funding cuts for this year 2013.

**Older American Act Budget Update:** While the State of WI was able to fill the gap of the budget cuts for 2013, that is not the case for 2014. The funding formula re-allocating the Older American Programs is going to affect 52 counties in 2014, including Kewaunee and Manitowoc Counties. The program to see a significant cut is the congregate dining program. The other Title III programs will see a reduction as well. In addition, the sequestration of funds will also decrease the monies available for programming. As we prepare for budget season, some difficult decisions may be in our future to assure maximum programming with the available funding.

**Affordable Care Act Update:** Committee members were encouraged to use the website: [www.healthcare.gov](http://www.healthcare.gov) for up-to-date information on the Affordable Care Act. This is the website that will be used for the Health Insurance Marketplace to shop for qualified health care plans, which begins October 1st. The Marketplace will not be available to those on Medicare ~ which includes seniors as they qualify for health coverage offered by Medicare. Seniors are already seeing the benefits of the ACA by getting cheaper prescription drugs in the donut hole, some free preventive services, doctors being supported to better coordinate care, laws that fight fraud and strengthen Medicare and also protects Medicare coverage.

**Prevention Program Update and Review:** Sara Malay reviewed updates of the Prevention Programs provided by the ADRC and also the possibilities of future prevention programming. First, as updated, Powerful Tools for Caregivers is now going to be organized through WIHA (Wisconsin Institute for Healthy Aging). WIHA has written a position paper on the background, current challenges and future opportunities for the Powerful Tools program. A Planning Meeting is scheduled for August to see how stakeholders would like to continue the success of the program and expand throughout Wisconsin. Judy Rank will be participating in this process. More information to come on this topic.

The Living Well grant project is now underway. Beth Schad has been contracted with to meet the goals of the grant in marketing to the health systems and creating community partnerships for the LW program to grow within the region of the ADRC of the Lakeshore. In addition, the ADRC was accepted into an expansion project to move the Living Well program in to the specialized curriculum ~ LW with diabetes. Beth S. will complete the training to become a master trainer in this new curriculum. Additional classes and trainings will evolve later this fall and spring within the region for participants as well as training of leaders.

Another grant opportunity was reviewed with the committee with regard to the Elder Tree software program. WIHA is looking for 20 agencies to partner with in order to expand the Elder Tree research project. This project connects seniors and their caregivers to technology, i.e. computers and software with the goal of reducing isolation, addressing transportation issues, assure medication compliance, reduce falls, etc. The ADRC is going to submit an application of interest in anticipation of participating with the project. It is believed that this project would be a good partner to the care transitions programming that is already in place. If accepted, the start date would be approximately a year from now.

Kewaunee County still has a few more applications for the Farm Market vouchers. Members should refer eligible seniors to the Kewaunee office to complete the application.

**Transportation Update (MTM Broker):** Sara Malay and Judy Rank both attended the townhall meeting that was held by MTM (Medical Transportation Manager) in order to inform the public and providers of their services. Sara Malay reported that MTM will begin to provide services effective August 1<sup>st</sup>, 2013, replacing LogistiCare Brokerage Program. It appears that MTM will have a service system ready for operation that should meet the needs of the participants and address the concerns/complaints previously experienced through LogistiCare. Mileage will be reimbursed weekly vs. monthly with the use of debit cards. Ride requests can be made by phone or via their website by consumers. An ombudsman program is in place to address complaints of

service. MTM has devised an approval process to assure the most appropriate mode of transportation will be available to the consumer. MTM has its headquarters in St. Louis, MO. They will have offices in Madison and Milwaukee. The staff presenting at the meeting are promising high quality service provisions to the clients as well as good service management to their recruited providers.

The next meeting is scheduled for Thursday, September 26<sup>th</sup> at 10:00 am in Manitowoc.

Melvin Waack made a motion to adjourn the meeting at 11:28 am. Cathy Wagner seconded the motion. Motion carried.

Respectfully submitted,  
Sara Malay



**COMMISSION ON AGING  
&  
ADRC OF THE LAKESHORE BOARD**  
(Aging & Disability Resource Center)  
**JOINT MEETING NOTICE**

DATE: Thursday, September 26, 2013  
TIME: 10:00 A.M.  
PLACE: Aging and Disability Resource Center – Manitowoc Office  
Manitowoc County Office Complex  
4319 Expo Drive, Manitowoc, WI

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1. Roll call
2. Previous minutes
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5. Approval of agenda as printed
6. Year to Date Older American Act ADRC Budget
7. Older American Act Budget update
8. Medicare Part D Open Enrollment
9. Affordable Care Act update
10. Prevention Program Update and Review
11. Transportation Update (MTM Broker)
12. Senior Fair – Luxemburg
13. Next meeting date & Place
14. Adjourn

September 10, 2013

Chairpersons Melvin Waack & Cathy Wagner  
By: Judy Rank, Director, ADRC

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Commission on Aging  
&  
ADRC of the Lakeshore Board  
Joint Meeting Minutes  
4319 Expo Drive  
Manitowoc, WI 54221-0935

Thursday, September 26, 2013

Melvin Waack called the meeting to order at 10 a.m. Roll call was taken.

Those present: Arletta Bertrand, Lynn Jerabek, Rose Quinlan, Kaye Shillin, Linda Sinkula, Melvin Bourgeois, Shirley Fessler, Connie Gulash, Mona Lou Horstketter, and Melvin Waack representing the COA. Those excused: Helen Clinton and Cathy Wagner. Additional ADRC board members not a part of the COA, but attending: James Abrahamson and Laurie Burke. Excused: Melissa Jo Huizenga, and Sally Schmidt.

Motion by Lynn Jerabek, second by Connie Gulash, to approve the July 23 COA meeting minutes. Motion carried.  
Motion by Linda Sinkula, second by Melvin Bourgeois, to approve the August 27 ADRC board meeting minutes. Motion carried.

Correspondence: none

Public input: none

Motion by Linda Sinkula, second by Shirley Fessler, to approve the agenda as printed. Motion carried.

Judy Rank presented and reviewed the Older American Act budget and ADRC budget year to date.

The proposed 2014 ADRC of the Lakeshore budget was distributed and discussed. Motion by Lynn Jerabek, second by Shirley Fessler, to recommend approval of the OAA proposed budget to the county board. Motion carried. Motion by Connie Gulash, second by Laurie Burke, to recommend approval of the ADRC funded programs for 2014 to the county board. Motion carried.

Judy Rank provided information that will be available in Kewaunee County regarding the Affordable Care Act and the toolkit information that will be available in Manitowoc County.

Beth Schad has been working with hospitals and nursing home facilities regarding building a partnership with the local ADRCs in promoting the Living Well with a Chronic Condition.

MTM has been the Non Emergency Medical Assistance Transportation broker since August 1, taking over the role when LogistiCare left July 30. There have been very few consumer complaints. Carrie Porter from GWAAR has reported that providers state they have seen less rides since MTM took over. Judy reported contacting the two Manitowoc county providers, who report they are very pleased with MTM and have seen all rides down for the month of August. The process for consumers to use in filing a complaint regarding MTM was given to the board members.

Sara Malay encouraged everyone to attend the Senior Fair in Luxemburg on Thursday, October 03, 2013. The next ADRC meeting will be in Kewaunee Tuesday, October 29 at 2 pm.

The next COA meeting will be in Kewaunee on Tuesday, November 26 at 10 am.

There being no other business, Laurie Burke made a motion to adjourn, seconded by Connie Gulash. The meeting adjourned at 11:55 am.

Respectfully submitted,  
Judy Rank



## COMMISSION ON AGING MEETING NOTICE

DATE: Tuesday, November 26, 2013  
TIME: 10:00 A.M.  
PLACE: ADRC –Kewaunee Office  
Kewaunee County Public Health & Human Services Center  
810 Lincoln Street, Kewaunee

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 input
5. Approval of agenda as printed
6. Year to Date Older American Act ADRC Budget
7. Algoma Long Term Care Food Contract (Discussion & possible action)
8. Kewaunee County Nutrition Site Contracts (Discussion & possible action)
9. Kewaunee County s.85.21 grant (Discussion & possible action)
10. Manitowoc County s.85.21 grant (Discussion & possible action)
11. Open Enrollment Update
12. Affordable Care Act update
13. Prevention Program Update and Review
14. Staffing Update
15. Next meeting date & Place
16. Adjourn

November 19, 2013

Chairperson Linda Sinkula

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.

Commission on Aging  
Tuesday, November 26, 2013  
Board Minutes  
Kewaunee Office – 810 Lincoln Street  
Kewaunee, WI

Linda Sinkula called the meeting to order at 10:00 am.

Those present: Melvin Bourgeois, Shirley Fessler, Connie Gulash, Helen Clinton, Rose Quinlan, Kaye Shillin, Linda Sinkula, Cathy Wagner, and Melvin Waack. Also present: Judy Rank and Jessica Purdy. Excused: Mona Lou Horstketter.

Motion by Connie Gulash, second by Melvin Waack, to approve the minutes of the joint COA & ADRC meeting on September 26, 2013. Motion carried.

Linda Sinkula shared a letter from GWAAR stating the ADRC of the Lakeshore's 2014 Aging Plan Amendment budget has been approved.

Public Input: None

Motion by Shirley Fessler, second by Melvin Bourgeois, to approve the agenda as printed. Motion carried.

Judy Rank shared the year to date budget for both the Aging programs and the ADRC programs.

Motion by Helen Clinton, second by Cathy Wagner, to approve Option 1 proposal from the Algoma Long Term Care Unit to provide meals to the Algoma Senior Dining Site for \$4.75 for congregate meals, which includes delivery, and \$4.85 for home-delivered meals. Motion carried.

Motion by Rose Quinlan, second by Helen Clinton, to approve the congregate site contracts for 2014 with St. Louis Church, Casco Community Housing, city of Kewaunee, St. John's Lutheran Church, and the United Methodist Church. Motion carried.

Jessica Purdy discussed the Kewaunee County s.85.21 grant application. Kewaunee County will receive \$68,117 from the Department of Transportation and must provide a 20% local match of at least \$13,623 to the program. Kewaunee County does prioritize its rides with medical trips having first priority, followed by nutrition and then employment. The COA has asked that information on the utilization of the van be shared with the committee, along with other rides in the county, at the COA meetings. Jessica did report that every Monday the van does take individuals to the fitness center in Kewaunee; and Monday through Friday rides are available for Algoma residents from 10 am until 2 pm. It was suggested that no changes be made to the current transportation program until the survey results are compiled by UW – Green Bay. Motion by Cathy Wagner, second by Connie Gulash, to recommend that the Human Service Department submit the s.85.21 application as presented by Jessica Purdy. Motion carried.

Judy Rank discussed the Manitowoc County s.85.21 grant application. Manitowoc County will receive \$214,816 from the Department of Transportation and must provide a 20% local match of at least \$42,963 to the program. The question was asked whether there has been an increase in transportation rides over the past couple of years. Judy will report back on this at the next COA meeting. Motion by Melvin Waack, second by Shirley Fessler, to recommend that the ADRC submit the s.85.21 application as presented by Judy Rank. Motion carried.

Judy Rank reported that Open Enrollment in Part D is going very well. Opportunities still exist for those who have yet to look at their current plans.

Judy Rank reported that ongoing changes are occurring with the Affordable Care Act on almost a daily basis. Governor Walker has announced that individuals with HIRSP and BadgerCare are able to retain this insurance through March 31, 2014. Staff are reminding recipients that by staying in HIRSP until March 31, they may be facing a deductible with HIRSP along with a deductible once they start with a plan through the ACA. Insurance agents are reporting enrollment success by calling the 800 number, some on-line enrollments, and paper applications. The state's ACCESS online MA application is not yet set up to accept BadgerCare applications for those whose income has been identified as below 100% poverty level. Both offices have the paper application available.

Three Stepping On programs have been held in Manitowoc County this past fall, with the 3<sup>rd</sup> being completed on December 3. One Living Well program has just concluded in Kewaunee County. The Arthritis program continues to be very strong in Kewaunee County. The Stepping On program scheduled for Kewaunee County was cancelled due to lack of participation.

Judy Rank reported that Alisha Andrews has been hired to fulfill the position of Aging Unit supervisor for the Older Americans Act programs in both counties. She will start in the position on December 1, 2013. Her dementia specialist position will be posted soon.

The next meeting will be January 28, 2014 at 10 am in Manitowoc.

There being no other business, Kaye Shillin made a motion to adjourn, seconded by Connie Gulash. The meeting adjourned at 11:20 am.

The next meeting will be in Manitowoc on January 28 at 10 am.

Respectfully submitted,  
Judy Rank