ADRC of the Lakeshore Board Minutes
Tuesday, March 22, 2022
Kewaunee County Board Room

Linda Teske called the meeting to order at 10:00 a.m. Roll call was taken. Those present were: James Hathaway, Paul Ravet, Joanne Lazansky, Linda Teske, Shirley Fessler, Linda Langman, Tim Nicholls, Charles Hagen, and Catherine Wagner. Also present were: Wendy Hutterer, Kim Novak, Paul Hacker, and Melissa Konop. Excused: Sandi Schleis-Ulmen.

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

Motion by Joanne Lazansky, second by James Hathaway to approve the minutes from January 25, 2022. Motion carried.

Correspondence: There were two notes received regarding exceptional service by members of our ADRC staff.

Public Comment: None

<u>Director Updates – Wendy Hutterer</u>:
Finance Report:
- February 2022 Monthly Financial Summary was distributed and discussed.

Office Report:
- Teri Schroeder, ADRC Manitowoc receptionist, has been with our agency for 13 years is retiring on May 2, 2022.
- In-person meetings and services have resumed.
- Aurora is doing an ergonomic study for nutrition staff due to lifting requirement changes.
- Security alert buzzer is still in process for the Kewaunee staff.
- Kewaunee office will move to the upper level toward the end of this year. We will know more in April.
- All agency job descriptions have been updated.
- Evacuation plan change for Manitowoc office discussed. Kewaunee not ready to update yet.

Legislative Report:
- Aging Advocacy Days Wednesday, May 11th 1:00 pm – 4:00 pm. Those interested will meet in the Kewaunee County Board.
- OAA 2022 budget based on 2021 numbers as of now. Update expected soon.

<u>ADRC Updates – Melissa Konop</u>:
Information & Assistance Specialists:
- 68 Long Term Care referrals year-to-date

Disability Benefit Specialists:
- Social Security offices to open April 1st nationwide

Dementia Care Specialist:
- Increased numbers in attendance for Dementia 101, 202, and VDT's.
- Memory Cafes are starting to grow but need more attendees.

Older American's Act Programming Updates – Paul Hacker:
Elderly Nutrition Program:

- Nutrition reports were reviewed
- Update given on 2022 new caterers
- Hmong meal being incorporated into dining site menus twice a month in April
- Luxemburg/Casco/Dyckesville sites remain closed while exploring options.

Caregiver/Prevention Programs:

- Reviewed upcoming Spring programs

Elder Benefit Specialists:

- No update

Gave update on 2022 Aging Plan goals.

Transportation Updates – Kim Novak:
Kewaunee:

- Volunteer drivers are starting to come back from either leave during COVID or being a snowbird. Always looking for more volunteers!
- Referral numbers continue to be high.
- Working with Pubic Health to reduce some of COVID protocols but masking remains in place until April 18th.
- Still waiting for the 5310 vehicle.

Manitowoc:

- Number of rides in 2021 increase 17% from 2020. Mix changed to more Out-of-County rides.
- Always in need of more volunteers!

Next Meeting: May 24, 2022 at 10:00 am in Manitowoc. There being no other business, Linda Langman made a motion to adjourn, seconded by Charles Hagen. The meeting adjourned at 10:59 am.

Respectfully submitted,

Kim Novak
ADRC Business Services Manager