



Wendy Hutterer, Department Director

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

DATE: Tuesday, January 24th, 2023
TIME: 10:00 a.m.
PLACE: Manitowoc County Heritage Center
Education Room on Floor B-Lower Level
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 – Establish Quorum
2. Pledge of Allegiance
3. Approval of agenda as printed
4. Approval of Previous minutes
5. Public Comment
6. Correspondence
7. Director Updates
 - a) Finance Report
 - b) Office Report
 - c) Legislative Report
8. ADRC Updates
 - a) Information & Assistance Specialists
 - b) Disability Benefit Specialists
 - c) Dementia Care Specialists
9. Older American's Act Programming Updates
 - a) Elderly Nutrition Program
 - b) Caregiver/Prevention Programs
 - c) Elder Benefit Specialists
10. Transportation Updates
11. Next meeting date: March 28th, 2023 at 10:00 a.m. in Kewaunee
12. Adjourn

January 10, 2023

Chairperson Catherine Wagner
By: Wendy Hutterer, 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 24, 2023
Manitowoc County Heritage Center – Education Room

Catherine Wagner called the meeting to order at 10:01 a.m. Roll call was taken. Those present were: Shirley Fessler, James Hathaway, Joanne Lazansky, Linda Teske, Tim Nicholls, Linda Langman, Tim Jadowski, and Catherine Wagner. Also present were: Wendy Hutterer, Kim Novak, and Melissa Konop from the ADRC of the Lakeshore. Those excused: Paul Ravet, and Sandi Schleis-Ulmen.

Pledge of Allegiance

Motion by Shirley Fessler, second by Tim Nicholls to approve the agenda as printed. Motion carried.

Motion by Linda Langman, second by Joanne Lazansky, to approve the minutes from November 22, 2022. Motion carried.

Public Comment: None

Correspondence: None

Director Updates – Wendy Hutterer:

Finance Report:

- November 2022 Monthly Financial Summary was distributed and discussed. County closing December this week.
- State provided September claim form late in December. Still waiting on October claim form.

Office Report:

- Six vacant positions (I&A Specialist, Receptionist, Outreach Coordinator, Nutrition Coordinator, Meal Site Manager for Dyckesville, OAA Supervisor). Nutrition Coordinator is hired with a start date of late February. Hoping to be able to post OAA Supervisor position late March/early April.
- ADRC was nominated for Non-Profit Award of Distinction, we accepted the nomination and we will find out results February 9th.

Legislative Report:

- Aging Advocacy Day will be in person May 9, 2023 in Madison. We will be provide transportation to event.
- Disability Advocacy Day of Action scheduled for March 23 in Madison.
- To access Advocacy updates and go to www.gwaar.org.
- For questions or concerns regarding disability voting rights you can call 411.
- Nutrition and Caregiver grant amounts haven't increased since the 1980's.

ADRC Updates – Melissa Konop:

Information & Assistance Specialists:

- One position open.
- UWGB Intern returns tomorrow from winter break. Looking forward to his return.
- Manitowoc County has another option called Partnership as of January 1, 2023. The agency name is My Choice Wisconsin.

Disability Benefit Specialists:

- Next Medicare A-D presentation scheduled for February 14th.

Dementia Care Specialist:

- Dementia Friendly business training being conducted with local businesses. Joanne Lazansky asked that we contact Kewaunee transportation for training of their drivers.
- Memory screens have increased.
- Dementia 101 and 201 classes scheduled for 2023.

Older American's Act Programming Updates – Wendy Hutterer:

Elderly Nutrition Program:

- Dyckesville meal site manager position open and posted on the Kewaunee County website.
- Discussed Algoma meal site location.

Caregiver/Prevention Programs:

- Schedule for 2023 Prevention programs distributed.
- Caregiver Support group times shared.
- Looking for Living Well and Powerful Tools volunteer instructors.

Elder Benefit Specialists:

- Medicare Open Enrollment numbers from 2022 were shared.

Transportation Updates – Kim Novak:

Kewaunee:

- No update from Kewaunee Human Services. Joanne Lazansky noted they have added two new drivers but still need more. They continue to have new riders utilize their program.

Manitowoc:

- 2022 ridership numbers were similar to 2021. Rural numbers have decreased a little while out-of-county have increased.
- Volunteer drivers are still needed.

Next Meeting: March 28, 2023 at 10:00 am in Kewaunee. There being no other business, Tim Nicholls made a motion to adjourn, seconded by Linda Langman. Motion carried. The meeting adjourned at 10:45 am.

Respectfully submitted,

Kim Novak/wh
ADRC Business Services Manager



Wendy Hutterer, Department Director

wendyhutterer@manitowocountywi.gov

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

DATE: Tuesday, March 28th, 2023
TIME: 10:00 a.m.
PLACE: Kewaunee Administration Building
County Board Meeting 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 – Establish Quorum
2. Pledge of Allegiance
3. Approval of agenda as printed
4. Approval of Previous minutes
5. Public Comment
6. Correspondence
 - Request from State Ombudsman Program to Speak at our Spring Board Meeting
7. Director Updates
 - a) Finance Report
 - b) Office Report
 - c) Legislative Report
8. ADRC Updates
 - a) Information & Assistance Specialists
 - b) Disability Benefit Specialists
 - c) Dementia Care Specialists
9. Older American's Act Programming Updates
 - a) Elderly Nutrition Program
 - b) Caregiver/Prevention Programs
 - c) Elder Benefit Specialists
10. Transportation Updates
11. Next meeting date: May 23rd, 2023 at 10:00 a.m. in Manitowoc
12. Adjourn

March 6, 2023

Chairperson Linda Teske

By: Wendy Hutterer, 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 28, 2023
Kewaunee County Administration Building – County Board Room

Linda Teske called the meeting to order at 10:03 a.m. Roll call was taken. Those present were: Paul Ravet, James Hathaway, Joanne Lazansky, Linda Teske, Tim Nicholls, Sandi Schleis-Ulmen, Tim Jadowski, and Catherine Wagner. Also present were: Wendy Hutterer, and Kim Novak from the ADRC of the Lakeshore. Those excused: Shirley Fessler, and Linda Langman.

Pledge of Allegiance

Motion by Joanne Lazansky, second by Sandy Schleis-Ulmen to approve the agenda as printed. Motion carried.

Motion by Tim Jadowski, second by Tim Nicholls, to approve the minutes from January 24, 2023. Motion carried.

Public Comment: None

Correspondence: Received thank you from two individuals and one from the Kiwanis Group. One was in regard to men's support group (Paul Kersten) and the other in response to services from I&A staff (Julie Grosshuesch).

Director Updates – Wendy Hutterer:

Finance Report:

- February 2023 Monthly Financial Summary was distributed and discussed.

Office Report:

- Filled four positions (I&A Specialist, Receptionist, Outreach Coordinator, Nutrition Coordinator) and offer pending screening for one position (OAA Supervisor).
- One I & A Retirement scheduled for May 2nd. Our current intern may be interested in the position.
- Kudos to both Kim Novak and Melissa Konop for all of their efforts in keeping services going while we were short staffed.
- Volunteer Appreciation mingle scheduled for both counties, April 26th for Kewaunee and April 27th for Manitowoc.

Legislative Report:

- Aging Advocacy Day will be in person May 9, 2023 in Madison. We will be provide transportation to event. Also reviewed Bills that will be presented there.
- Wendy and our Intern attended Disability Advocacy Day of Action scheduled March 23 in Madison and met with legislatures.
- Discussed Biden's proposed 2024 FY budget.

ADRC Updates – Melissa Konop:

Information & Assistance Specialists:

- New I&A started. She came from Economic Support.
- Increased number of Family Care/IRIS/Partnership referrals this month. Kewaunee staff has stepped up to help with the Manitowoc case load.

Disability Benefit Specialists:

- Increased attendance at Medicare A-D presentations.
- Disability claims still taking about 1 year for approval or denial.

Dementia Care Specialist:

- Increased number of business's this year being Dementia Friendly Business trained. Kewaunee County Transportation drivers will be trained in June.
- Very successful VDT's last month in Manitowoc and Kewaunee Counties.
- Dementia 101 and 201 classes currently being offered.
- Increased calls coming in for families and caregivers looking for resources.
- New book club started at the Algoma Library – Still Alice is the book they are discussing.

Older American's Act Programming Updates – Wendy Hutterer:

Elderly Nutrition Program:

- Reviewed meals served in 2023 to date.
- Volunteer meal site managers needed for Dyckesville and Reedsville.
- Discussed Algoma meal site location.

Caregiver/Prevention Programs:

- Schedule for 2023 Prevention programs distributed.

Elder Benefit Specialists:

- Will be attending Aging Advocacy Days in Madison.
- 2022 Impact reviewed
 - o 457 new clients
 - o 1,491 open cases
 - o \$7,223,911 monetary impact (money saved for clients)

Transportation Updates – Kim Novak:

Kewaunee:

- Increase in ride requests and looking to increase drivers.
- Rides provided increased by 734 for 2022.
- Approved for 85.21 grant for \$79,889.00 as expected.
- Still in process of procuring the 53.10 grant van. Purchase order signed for Chrysler 2023 rear entry van. Hope to have running by late summer.

Manitowoc:

- 2023 5310 Mobility grant application was for \$79,190.40 and were awarded \$66,106.00.
- 2023 vehicle grant not awarded yet. Notified we should be awarded one bus in amount of \$130,720.00. DOT still working on RFQ for this vehicle. Should know more next summer.
- Rural agency rides are now \$7.00 copay, up from \$5.50 copay.

Next Meeting: May 23, 2023 at 10:00 am in Manitowoc. There being no other business, Sandy Schleis-Ulmen made a motion to adjourn, seconded by Paul Ravet. Motion carried. The meeting adjourned at 10:47 am.

Respectfully submitted,

Kim Novak/wh
ADRC Business Services Manager



Wendy Hutterer, Department Director

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

DATE: Tuesday, May 23rd, 2023
TIME: 10:00 a.m.
PLACE: Manitowoc County Heritage Center
Education Room on Floor B-Lower Level
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:

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10. Transportation Updates
11. Next meeting date: July 25th, 2023 at 10:00 a.m. in Kewaunee
12. Adjourn

May 11, 2023

Chairperson Catherine Wagner
By: Wendy Hutterer, Director

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ADRC of the Lakeshore Board Minutes
Tuesday, May 23, 2023
Manitowoc County Heritage Center – Education Room

Catherine Wagner called the meeting to order at 10:00 a.m. Roll call was taken. Those present were: Paul Ravet, James Hathaway, Joanne Lazansky, Linda Teske, Tim Nicholls, Sandi Schleis-Ulmen, Tim Jadowski, Shirley Fessler, Linda Langman, and Catherine Wagner. Also present were: Wendy Hutterer, Melissa Konop, Lori J Fure, and Kim Novak from the ADRC of the Lakeshore.

Pledge of Allegiance

Motion by Shirley Fessler, second by Sandy Schleis-Ulmen to approve the agenda as printed. Motion carried.

Motion by Joann Lazansky, second by Tim Jadowski, to approve the minutes from March 28, 2023. Motion carried.

Public Comment: None

Correspondence: None

Director Updates – Wendy Hutterer:

Appreciation was expressed to all Board members for their participation in this committee and dedication to serve their community.

Finance Report:

- Lakeshore Community Foundation will be making a donation to our Home Delivered meals program of \$6,000. Half to be received in 2023 and the remainder in 2024.
- April 2023 Monthly Financial Summary was distributed and discussed.

Office Report:

- Filled two positions (I&A Specialist – Jacob Gomm, OAA Supervisor – Lori J Fure).
- Manitowoc Caregiver Specialist position is vacant.
- Manitowoc parking lot will be repaired the week of June 5-9.

Legislative Report:

- Attended Aging Advocacy Day in person May 9, 2023 in Madison. Proposed funding increase were discussed.
- Distributed WSA Advocacy Handout

ADRC Updates – Melissa Konop:

Information & Assistance Specialists:

- New I&A started. He had been with us as an intern from UW-GB.

Disability Benefit Specialists:

- Increased attendance at Medicare A-D presentations.
- Seeing increased clients regarding disability applications/claims.

Dementia Care Specialist:

- Virtual Dementia Tours, Dementia 101 and 201 presentations, and Alzheimer’s Walk flyers were distributed and discussed.

Older American's Act Programming Updates – Lori J Fure:

Elderly Nutrition Program:

- Reviewed meals served in 2023 to date.
- Volunteers are needed for all meal sites.
- Senior Farmer's Market Vouchers will be available June 19, 2023 at various outreach events and in our office. The value increased to \$35 for 2023.

Caregiver/Prevention Programs:

- Manitowoc Caregiver position is open.
- Support group information and schedule for 2023 Prevention programs distributed.

Elder Benefit Specialists:

- Attended Aging Advocacy Days in Madison.
- Preparing for Medicare Part D open enrollment.
- Distributed the schedule for Medicare A-D presentations.

Transportation Updates – Kim Novak:

Kewaunee:

- Driver training scheduled for June 8th.
- Number of rides for 1st Quarter were comparable to 1st Quarter 2022. Overall rides have shown an increase in demand.
- In need of volunteer drivers. Doing outreach to look for volunteers (Volunteer Fair, newsletters, asking volunteers to help recruit).
- Doing outreach.
- Still in process of procuring the 53.10 grant van.
- Received 85.21 grant.
- Staff transitioning to different positions. Will help with cross-training.

Manitowoc:

- Number of rides for 1st Quarter were up 36% from 1st Quarter 2022.
- Volunteer drivers are needed.
- Outreach efforts to promote our transportation programs and need for volunteers include Manitowoc Senior Resource Fair, ADRC newsletter, and radio spots. Will be on WCUB The Breakfast Club May 30.

Next Meeting: July 25, 2023 at 10:00 am in Kewaunee. There being no other business, Tim Jadowski made a motion to adjourn, seconded by Sandy Schleis-Ulmen. Motion carried. The meeting adjourned at 10:57 am.

Respectfully submitted,

Kim Novak/wh
ADRC Business Services Manager



Wendy Hutterer, Department Director

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

DATE: Tuesday, July 25th, 2023
TIME: 10:00 a.m.
PLACE: Kewaunee Administration Building
County Board Meeting 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:

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 - b) Caregiver/Prevention Programs
 - c) Elder Benefit Specialists
10. Transportation Updates
11. Next meeting date: May 23rd, 2023 at 10:00 a.m. in Manitowoc
12. Adjourn

July 1st, 2023

Chairperson Linda Teske
By: Wendy Hutterer, Director

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ADRC of the Lakeshore Board Minutes
Tuesday, July 25, 2023
Kewaunee County Administration Building – County Board Room

Linda Teske called the meeting to order at 10:00 a.m. Roll call was taken. Those present were: Paul Ravet, James Hathaway, Joanne Lazansky, Linda Teske, Sandi Schleis-Ulmen, Tim Jadowski, and Catherine Wagner. Also present were: Wendy Hutterer, Melissa Konop, Lori J Fure, and Kim Novak from the ADRC of the Lakeshore. Those excused were: Tim Nicholls, Shirley Fessler, and Linda Langman.

Pledge of Allegiance

Motion by Sandy Schleis-Ulmen, second by Joanne Lazansky to approve the agenda as printed. Motion carried.

Motion by Catherine Wagner, second by Paul Ravet, to approve the minutes from May 23, 2023. Motion carried.

Public Comment: None

Correspondence: Thank you note received from volunteer who attended the volunteer banquet. Request from State Ombudsman Program to Speak at September 2023 meeting.

Director Updates – Wendy Hutterer:

Finance Report:

- June 2023 Monthly Financial Summary was distributed.
- Working on 2024 budget. The wage benefit budget is complete. It includes a job change for our Nutrition Coordinator to be a manager who will oversee meal site managers in addition to what she is currently doing.

Office Report:

- Filled Manitowoc Caregiver position. Start date is August 7th.
- Manitowoc office is undergoing plumbing issues. We are down to one Ladies restroom.
- Partnering with United Way on their homelessness project in Manitowoc County.
- Was on the radio discussing current Aging plan and also the 2025-2027 Aging Plan that is in development. Current initiative is getting fruit and vegetables to homebound utilizing Senior Farmer's Market vouchers.
- NAMI will be presenting to our staff regarding mental health (hearing voices).

Legislative Report:

- Discussed 2024 budget. Does not appear there will be any increases in our grant dollars.

ADRC Updates – Melissa Konop:

Information & Assistance Specialists:

- June was busy month for referrals (53).

Disability Benefit Specialists:

- Increased attendance at Medicare A-D presentations.
- Started planning for Medicare Part D Open Enrollment.

Dementia Care Specialist:

- Memory Café's are well attended in Manitowoc but attendance is down in Kewaunee. Planning to do more event driven Memory Café's in Kewaunee to draw people in.
- Alzheimer's Walk is September 9th at the YMCA in Manitowoc.
- Asked Board to refer businesses they go to that are not already trained to be a Dementia Friendly Business to us. Goal is to get more area businesses trained in our communities.

Older American's Act Programming Updates – Lori J Fure:

Elderly Nutrition Program:

- Reviewed meals served in 2023 to date.
- Discussed a new meal prioritization program we will be piloting due to increase home delivered meal demand and no increase in funding.
- Senior Farmer's Market Vouchers will be available until September 30th in our office. They can be used through October 31st.
- In need of volunteers especially for home delivered meal drivers, kitchen help, and substitute coverage at meal sites.
- Nutrition Counsel meeting in Algoma is 4th Monday of the month (may move to Luxemburg) and in Manitowoc is 2nd Monday of the month (August will be held at Two Rivers Senior Center).

Caregiver/Prevention Programs:

- Manitowoc Caregiver hired, starts 8/7.
- Distributed Support Group flyer identifying dates, times, and locations.
- Sip & Swipe class scheduled in Kewaunee August 16 and 24.
- Stepping On classes begin 8/9 in Manitowoc YMCA.
- Powerful Tools for Caregivers class starts August 8/7 at Manitowoc Senior Center.

Elder Benefit Specialists:

- Preparing for Medicare Part D open enrollment.
- Medicare A-D presentations to be held August 8th in both Counties.
- Pro Bono Attorney appointments: Kewaunee – 9/27, Manitowoc – 8/23 and 9/27.

Kewaunee Senior Resource Fair is scheduled for Tuesday, October 3rd.

Transportation Updates – Kim Novak:

Kewaunee: Nothing to report.

Manitowoc:

- Number of rides for 2nd Quarter were up 97% from 2nd Quarter 2022. YTD 2023 compared to same time period in 2022 had an increase of 68%.
- Volunteer drivers are needed.
- Currently working on 5310 Grant applications for Mobility Management and two vehicles for 2024.
- Awarded one vehicle for 2023 but have not received the grant yet.

Next Meeting: September 26, 2023 at 10:00 am in Manitowoc. There being no other business, Paul Ravet made a motion to adjourn, seconded by Joanne Lazansky. Motion carried. The meeting adjourned at 10:47 am.

Respectfully submitted,

Kim Novak/wh
ADRC Business Services Manager



Wendy Hutterer, Department Director

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7. Speaker: Board on Aging and Long Term Care Ombudsman Volunteer Program
8. Director Updates
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12. Next meeting date: November 28th, 2023 at 10:00 a.m. in Kewaunee
13. Adjourn

September 1st, 2023

Chairperson Catherine Wagner
By: Wendy Hutterer, Director

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ADRC of the Lakeshore Board Minutes
Tuesday, September 26, 2023
Manitowoc County Heritage Center – Education Room

Catherine Wagner called the meeting to order at 10:00 a.m. Roll call was taken. Those present were: Paul Ravet, James Hathaway, Joanne Lazansky, Linda Teske, Tim Nicholls, Sandi Schleis-Ulmen, Tim Jadowski, Cindy Neelis, and Catherine Wagner. Excused: Shirley Fessler. Also present were: Kim Versteegen from the Ombudsman Program, Wendy Hutterer, Melissa Konop, Lori J Fure, and Kim Novak from the ADRC of the Lakeshore.

Pledge of Allegiance

Motion by Tim Jadowski, second by Paul Ravet to approve the agenda as printed. Motion carried.

Motion by Tim Jadowski, second by Joanne Lazansky, to approve the minutes from July 25, 2023. Motion carried.

Public Comment: None

Correspondence: Received two thank you notes. One from a caregiver and the other from a Stepping On participant.

Speaker: Kim Versteegen presented information on the Ombudsman Program.

Director Updates – Wendy Hutterer:

Finance Report:

- Kewaunee County Levy for 2024 will increase. The payment timing will also change in 2024.
- Discussed closing the Reedsville and Dyckesville congregate meal sites due to low attendance, increased costs, and funding concerns. Board had no concerns with closures.
- August 2023 Monthly Financial Summary was distributed and discussed.

Office Report:

- Cindy Neelis replaced Linda Langman's position on the ADRC Board.
- March 26, 2024 meeting will be held in a different room at the Kewaunee County Human Services building. Room location will be noted on that agenda.
- Voting for ADRC Board Chair and Co-Chair is held at the beginning of every County Board member's term.

Legislative Report:

- A bill addressing 3 month supply of prescriptions is in the hearing process. Expect a decision mid-October.

ADRC Updates – Melissa Konop:

Information & Assistance Specialists:

- Increase in children waiver program referrals.
- Walk-ins are steady. May see more once warming shelter is open.

Disability Benefit Specialists:

- Increased attendance at Medicare A-D presentations in both Counties.

Dementia Care Specialist:

- Need people to register for upcoming Virtual Dementia Tours (Kewaunee October 25th and Manitowoc October 26th).

Older American's Act Programming Updates – Lori J Fure:

Kewaunee Senior Resource Fair is Tuesday, October 3rd from 9am – noon at the Luxemburg Fairgrounds. Bingo starts at 12:30 pm.

Elderly Nutrition Program:

- Senior Market Vouchers available until 9/30/23 and can be used until 10/31/23.
- Distributed report and reviewed meals served in 2023 to date.
- Meal Prioritization pilot started 9/08/23 with one of our I & A staff. Going well.
- 9/5/23 Mayor Justin Nichols helped deliver meals in Manitowoc and 9/18/23 Senator Andre Jacque helped deliver meals in Two Rivers.
- September 18 – 22 was Malnutrition Awareness week. Played Jeopardy at Kewaunee and Two Rivers meal sites.
- Nutrition Counsel meetings are held quarterly. Kewaunee County meeting is scheduled for 11/27/23. Location to be determined. Manitowoc County meeting is scheduled for 11/13/23 at the Kiel Community Center.

Caregiver/Prevention Programs:

- Manitowoc Caregiver position is open.
- Schedule for October-November, 2023 programs distributed. Need participants for classes starting in October: Living Well with Chronic Conditions class, Stepping On class, and Powerful Tools for Caregivers class.
- November is National Family Caregiver month. We are doing a movie in Manitowoc and Glaze and Pain event in Kewaunee.
- Hired a Caregiver Specialist for Manitowoc on 8/28/23. Her name is Anne Spieker.

Elder Benefit Specialists:

- Preparing for Medicare Part D open enrollment which starts October 15th through December 7th.

Transportation Updates – Kim Novak:

Kewaunee:

- Driver training scheduled for November 9th.
- Provided 2398 rides in the first half of 2023. Continue to see an increase in demand.
- 5310 grant van arrived September 7th. Working on paperwork with DOT to get it in service.
- In need of volunteer drivers. New flyers, slogan and media is being worked on to help recruit volunteers. Will also be at the Kewaunee Senior Resource fair 10/3/23.
- The next TCC meeting is scheduled for 11/14/2023 at 10:30 at KCDHS. Last meeting at ESI Hub was informative and highly recommend the space.
- Interviewing for transportation position this week. Lynn Clark continues to fill the role until someone is hired.

Manitowoc:

- 5310 Mobility Management and vehicle grant applications for 2024 were submitted in August.
- Working on s85.21 specialized transportation grant application for 2024. Public hearing scheduled for 10/24/23. Amount of grant is \$248,854 and requires a 20% County match. ADRC Board supported submitting the application.
- Still waiting on the arrival of the 2023 bus that was awarded to us. Expected to be delivered in January 2024 but may be delayed due to the strike.

Next Meeting: November 28, 2023 at 10:00 am in Kewaunee. There being no other business, Tim Jadowski made a motion to adjourn, seconded by Sandy Schleis-Ulmen. Motion carried. The meeting adjourned at 11:27 am.

Respectfully submitted,

Kim Novak/wh
ADRC Business Services Manager



Wendy Hutterer, Department Director

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

DATE: Tuesday, November 28th, 2023
TIME: 10:00 a.m.
PLACE: Kewaunee County Public Health and Human Services Center
Medium Meeting 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 – Establish Quorum
2. Pledge of Allegiance
3. Approval of agenda as printed
4. Approval of Previous minutes
5. Public Comment
6. Correspondence
 - Request from State Ombudsman Program to Speak at September 2023 meeting
7. Director Updates
 - a) Finance Report
 - b) Office Report
 - c) Legislative Report
8. ADRC Updates
 - a) Information & Assistance Specialists
 - b) Disability Benefit Specialists
 - c) Dementia Care Specialists
9. Older American's Act Programming Updates
 - a) Elderly Nutrition Program
 - b) Caregiver/Prevention Programs
 - c) Elder Benefit Specialists
10. Transportation Updates
11. Next meeting date: January 23rd, 2024 at 10:00 a.m. in Manitowoc
12. Adjourn

October 2, 2023

Chairperson Linda Teske
By: Wendy Hutterer, 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.

www.ADRCofttheLakeshore.com

ADRC of the Lakeshore Board Minutes
Tuesday, November 28, 2023
Kewaunee Administration Building – Conference Room

Linda Teske called the meeting to order at 10:00 a.m. Roll call was taken. Those present were: Paul Ravet, James Hathaway, Joanne Lazansky, Linda Teske, Sandi Schleis-Ulmen, Tim Jadowski, and Catherine Wagner. Excused: Shirley Fessler, Tim Nicholls, and, Cindy Neelis. Also present were: Wendy Hutterer, Melissa Konop, Lori J Fure, and Kim Novak from the ADRC of the Lakeshore.

Pledge of Allegiance

Motion by Catherine Wagner, second by Tim Jadowski to approve the agenda as printed. Motion carried.

Motion by Joanne Lazansky, second by Paul Ravet, to approve the minutes from September 26, 2023. Motion carried.

Public Comment: None

Correspondence: Received thank you from customer.

Director Updates – Wendy Hutterer:

Finance Report:

- GWAAR 2024 Budget distributed and discussed.
- October 2023 Monthly Financial Summary was distributed.

Office Report:

- ADRC's are celebrating 25th Anniversary this year.
- Manitowoc elevator will be replaced in 2024. No date has been established yet. Working on remote location with 2-3 offices for those not able to do stairs and staffing plan for that location.
- Discussed program called WISHIN. It is a program to electronically receive medical records to complete screens for long term care and Medicaid applications.
- Discussed closing the Algoma congregate meal site due to low attendance, increased costs, and funding concerns. Will continue home delivered meals in Algoma. Discussed other location options. After more discussion the Board agreed on closing the Algoma congregate site as it would not have a negative impact on the residents of Algoma.
- March 26, 2024, will be in the same room as this meeting.

Legislative Report:

- ABLE Account bill for people with disabilities in Wisconsin did not pass. We do have WisPact in Wisconsin which is similar to the ABLE Account program. Melissa will bring information on the WisPact program to the next Board meeting.
- Care Act for caregivers which addresses having services in place prior to person being released from the hospital also did not pass.

ADRC Updates – Melissa Konop:

Information & Assistance Specialists:

- October and November have been busy for I & A with over 37 referrals in October alone.

Disability Benefit Specialists:

- Busy with Open Enrollment.
- Disability applications still backed up at Social Security.
- Both DBS on medical leave.

Dementia Care Specialist:

- Increased numbers attending VDT's and Dementia Friendly trainings in 2023 in both Counties.
- 2024 program/VDT dates will be shared at the next Board meeting.

Older American's Act Programming Updates – Lori J Fure:

Elderly Nutrition Program:

- Partnered with Froedtert Holy Family to provide home delivered meals for Thanksgiving.
- Discussed the meal prioritization program. It will be fully implemented beginning in January, 2024.
- Closure of the Reedsville and Dycksville have been approved by State.
- Distributed report and reviewed meals served in 2023 to date.
- Nutrition Counsel meets quarterly. Looking for additional members.

Caregiver/Prevention Programs:

- November is National Caregiver month. We did a Caregiver appreciation event in both Counties as well as Facebook posts.
- Working on the schedule for 2024 programs. Bingocize will be a new program added in 2024. It combines Bingo and exercise and is a 10 week class that meets twice per week. Living Well will be discontinued in 2024.

Elder Benefit Specialists:

- Medicare A-D presentation for December is full in Manitowoc. Kewaunee still has room for additional participants.
- Open Enrollment is going well.

Transportation Updates – Kim Novak:

Kewaunee:

- Driver training was held November 9th. Training provided was financial exploitation, new media campaign for soliciting new drivers, program expectations and updates. Drivers were given T-shirts with the new slogan "Better Their Life, Be The Ride".
- Provided 3070 rides in the three quarters of 2023. Continue to see an increase in demand.
- 5310 grant van is ready to go into service. DOT paperwork and licensing is complete. Volunteer solicitation added to the outside of the van for recruitment.
- New flyers have been completed and new recruitment video highlighting drivers and consumers is complete and on the Kewaunee County Facebook page. Added three new drivers in the past month.
- Next Kewaunee TCC meeting is scheduled for 2/13/2024. Last meeting was 11/14/2023. The s85.21 grant application was approved at the Public Hearing which was part of the TCC meeting.
- The transportation position has been filled with an internal candidate. Lynn Clark continues to fill the role until the transfer is made.

Manitowoc:

- The s85.21 specialized transportation grant application for 2024 was approved at the Public Hearing/TCC meeting and submitted to WisDOT on November 9th.
- Still waiting on the arrival of the 2023 bus that was awarded to us. Expected to be delivered in January 2024 but may be delayed due to the strike.
- Ride demands continue to increase.
- Recruiting for volunteer drivers.

Next Meeting: January 23, 2024 at 10:00 am in Manitowoc. There being no other business, Paul Ravet made a motion to adjourn, seconded by Sandy Schleis-Ulmen. Motion carried. The meeting adjourned at 11:24 am.

Respectfully submitted,

Kim Novak/wh
ADRC Business Services Manager