

ADRC of the Lakeshore Board Minutes  
Tuesday, May 28, 2024  
Manitowoc County Heritage Center – Education Room

Bonnie Shimulunas called the meeting to order at 10:01 a.m. Roll call was taken. Those present were: James Hathaway, Joanne Lazansky, Linda Teske, Paul Hacker, Sandi Schleis-Ulmen, Shirley Fessler, Cindy Neelis, and Bonnie Shimulunas. Excused: Paul Ravet, and Tim Nicholls. 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 Joanne Lazansky to approve the agenda as printed. Motion carried.

Motion by Joanne Lazansky, second by Sandi Schleis-Ulmen, to approve the minutes from March 26, 2024. Motion carried.

Public Comment: None

Correspondence: None

Election of New Manitowoc County Co-Chair: Paul Hacker nominated Bonnie Shimulunas. No other motions made. Nomination accepted by Bonnie Shimulunas.

Director Updates – Wendy Hutterer:

Finance Report:

- ARPA dollars to be used by end of September.
- Monthly Financial Summary was distributed and reviewed.

Office Report:

- Manitowoc meal site manager position interviews are complete. Offer made. Hoping for a June 10<sup>th</sup> start date.
- Outreach Coordinator resigned effective June 3rd. Interviews start today.
- Men’s restroom in the Manitowoc office is now open. Repairs are complete.
- Manitowoc office elevator will be replaced in early 2025. During that time, office space at Human Services have been made available to us.
- Nutrition Supervisor will be going on maternity leave around the beginning of August. Plan is complete for coverage while she is out.
- Substitute position for meal sites has been approved and will be posted in mid to late June.
- Business Manager gave notice of her plan to retire the end of February, 2025.

Legislative Report:

- Staff from the ADRC of the Lakeshore attended Aging Advocacy Days in Madison, May 14th. Heather from the Two Rivers Senior Center also attended.
- May is ADRC Month. Wendy Hutterer gave the history of the ADRC’s.

ADRC Updates – Melissa Konop:

Information & Assistance Specialists:

- May busiest month so far with calls and referrals.
- Walk-ins remain steady. Expect more in June due to Farmer Market vouchers beginning then.
- Economic Maintenance will be done with Medicaid renewals in June. We should be back on schedule then.

Disability Benefit Specialists:

- Busy with disability applications. Social Security office is short-handed and is taking a long time for review of applications.
- Medicare A-D presentation participants have increased in both offices.

Dementia Care Specialist:

- Distributed multiple flyers regarding scheduled events beginning in June, outreach flyer for "Longest Day of the Year" event and Teepa Snow conference.

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

Elderly Nutrition Program:

- Distributed report and reviewed meals served in 2024.
- Senior Farmer's Market vouchers begin in June. Distributed list of outreach events for vouchers. Value of vouchers is \$45 this year.
- Discussed Aging Plan goal of using Senior Farmer's Market vouchers with Home Delivered Meal participants. Opportunity is open for up to 30 Home Delivered Meal participants. 18 have signed up so far.
- Nutrition Counsel meetings are held quarterly. Please let us know if you are interested in being a part of the counsel.

Caregiver/Prevention Programs:

- Bingocize started May 20<sup>th</sup> in both Manitowoc and Kewaunee.
- Distributed 2024 Fall Health and Wellness workshop flyers. Asked Board to spread the word about the Powerful Tools for Caregivers class in Kewaunee beginning June 18<sup>th</sup>.

Elder Benefit Specialists:

- EBS staff will attend the WABS (Wisconsin Association of Benefit Specialists) conference in June.
- Kewaunee Senior Resource Fair will be held October 8<sup>th</sup> at the Kewaunee County Fairgrounds Exhibition Hall.
- The 2025-2027 Aging Plan survey is complete. The data will be used to develop our goals for the plan.

Transportation Updates – Kim Novak:

Kewaunee:

- Ride request continue to come in at a steady pace. Rides are down just a bit for the 1<sup>st</sup> Quarter.
- Added 7 new drivers since the end of last year.
- Hired 2 new drivers for Algoma bus route. Had long-term Algoma bus driver retire in March.
- Next driver training is scheduled for June 13<sup>th</sup> at KCDHS. First aid training, defensive driver training, and review of the concealed carry law will covered. The recruitment video and van training videos will also be shown.
- The TCC meeting was held on 5/14/24. Worked on 2025-2029 Coordinated Plan with Bay Lake. Revisions suggested by the committee and community members were submitted to Bay Lake. Hope to have plan approved by resolution at the next TCC meeting on 8/20/24. The plan will then go to the County Board for approval before being approved by the Bay Lake Regional Planning Commission. When Bay Lake approves the plan and sends to DOT, the plan will be complete and function as our guidance for 2025-2029.
- Janine has been doing well filling the role of transportation dispatcher.

Manitowoc:

- 329 Rides were provided in Q1 2024. It is a 138 ride increase (42%) from last year at that time.
- No word on the arrival date for the vehicle we were awarded in 2023.
- Bay Lakes Regional Planning Commission worked with us on our Human Services Transportation Coordinated Plan for 2025-2029 which was held during our TCC meeting on 4/24/24. The final plan will be reviewed at the next TCC meeting on 7/24/24, approved by the TCC committee, and then submitted to the Manitowoc County Board for their approval. It will then be sent to Bay Lakes Regional Planning Commission for their approval. They will then submit it to Wisconsin DOT.

Next Meeting: July 23, 2024 at 10:00 am in Kewaunee. There being no other business, Sandi Schleis-Ulmen made a motion to adjourn, seconded by Shirley Fessler. Motion carried. The meeting adjourned at 11:13 am.

Respectfully submitted,

Kim Novak/wh  
ADRC Business Services Manager