

ADRC of the Lakeshore Board Minutes - **Corrected 9/9/2024**

Tuesday, July 23, 2024

Kewaunee Administration Building – County Board Room

Linda Teske called the meeting to order at 10:06 a.m. Roll call was taken. Those present were: Paul Ravet, James Hathaway, Joanne Lazansky, Linda Teske, Sandi Schleis-Ulmen, Shirley Fessler, Bonnie Shimulunas, and Paul Hacker. Excused: 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 Shirley Fessler, second by Joanne Lazansky to approve the agenda as printed. Motion carried.

Motion by Bonnie Shimulunas, second by Paul Hacker, to approve the minutes from May 28, 2024.

Motion carried.

Public Comment: None

Correspondence: Received card from Anne's Bingocize group thanking her. Received card from Ann's DBS client thanking her for her help.

Director Updates – Wendy Hutterer:

Finance Report:

- June 2024 Monthly Financial Summary was distributed and reviewed.
- Generous donations received from the Lakeshore Community Foundation and St. Thomas the Apostle for the nutrition program.
- Budget process for 2025 wages will begin in the next couple weeks.

Office Report:

- Hired two staff members. Outreach Coordinator started July 8th and Meal Site Manager/Nutrition Admin started July 22nd.
- Nutrition Supervisor planning to start maternity leave in August.
- Put the hire of a substitute to help cover the meal sites on hold. This will be revisited at a later date.
- Manitowoc office added an air phone at the entrance by the elevator. This was put in place for communication while the elevator is being replaced if someone is not able to walk the stairs.
- Manitowoc office parking place was resurfaced.
- EBS in Kewaunee is on medical leave. Manitowoc EBS covering calls and will be in the Kewaunee office once per week during this time.
- State software (WellSky) is being replaced with PeerPlace. This is planned to go live in November.

Legislative Report:

- Ballot drop boxes have been approved for 2024 voting.
- GWAAR is looking for new Board members.
- Bill to be presented to the State Finance committee seeks a decrease in OAA program funding. The main area is nutrition.

ADRC Updates – Melissa Konop:

Information & Assistance Specialists:

- Home visits, referrals, and HDM assessments remain steady.
- Increase in options counseling appointments.

Disability Benefit Specialists:

- Attending mandatory training today.
- Prepping for Medicare Open Enrollment.

- Medicare A-D presentation attendance has been steady.

Dementia Care Specialist:

- Dementia 101 presentations are taking place this week in Kewaunee and Manitowoc.
- New program for 2024 called Boost your Brain and Memory. First class will be held in October at the Manitowoc Public Library. More information at the next Board meeting.

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

Elderly Nutrition Program:

- Distributed report and reviewed number of meals served year-to-date.
- Senior Farmer's Market vouchers are still available in both counties.
- We have 13 participants in our home delivered meal program who are receiving fresh produce every month from Wilfert Farms utilizing the Senior Farmer's Market vouchers.
- 3 Year nutrition audit was completed last month. Went very well.

Caregiver/Prevention Programs:

- Distributed the Fall 2024 Health and Wellness class offerings flyer. Need help promoting Stepping On and Powerful Tools for Caregivers. Only 2 signed up for these classes.

Elder Benefit Specialists:

- Starting to prepare for Medicare Part D Open Enrollment.
- EBS supervising attorneys are leaving. Other program attorneys are helping until the positions are filled. May be longer wait times for responses.

Kewaunee County Senior Resource Fair:

Will be held October 8th from 9 am until noon at the Kewaunee County Fairgrounds, Exhibition Hall. We are doing a Hawaiian theme.

Aging Plan Update:

- Reviewed status of current Aging Plan and goals.
- Reviewed proposed 2025-2027 Aging Plan and goals.

Transportation Updates – Kim Novak:

Kewaunee:

- Rides continue to come in at a steady pace.
- No additional drivers were added since last update. Marketing efforts continue.
- New Algoma drivers are doing well. There are two drivers and a back-up driver.
- 29 Drivers attended training June 13th. Training included basic first aid, defensive driver training, and review of the concealed carry law. Recruitment video and van training videos were also shown. Next training being planned for November.
- 2025-2029 Coordinated Plan with Bay Lakes was completed. Plan to be approved at next TCC meeting in August. It will then go to Bay Lakes for approval and then to DOT.
- Planning to update transportation MOU's with assisted living facilities by the end of this year.

Manitowoc:

- Rides for 2nd Quarter are about the same as 2nd Quarter of 2023.
- 2025-2029 Transportation Coordinate Plan is ready for TCC approval. It will then go to County Board for approval, then to Bay Lakes, then to DOT.
- Working on 2025 5310 Mobility Management grant application and 5310 vehicle grant application to replace an existing bus used for paratransit.

Next Meeting: September 24 **17th**, 2024 at 10:00 am in Manitowoc was rescheduled for September 17 due to scheduling conflicts. There being no other business Sandi Schleis-Ulmen, made a motion to adjourn, seconded by Bonnie Shimulunas . Motion carried. The meeting adjourned at 11:17 am.

Respectfully submitted,

Kim Novak/wh
ADRC Business Services Manager