

## AGENDA

Eau Claire County  
Aging & Disability Resource Center Board  
Monday, May 11, 2020 at 3:30 pm  
Remote Meeting via Webex Events

Those wishing to make public comments must submit their name and address no later than 30 minutes prior to the meeting to [lindi.engedal@co.eau-claire.wi.us](mailto:lindi.engedal@co.eau-claire.wi.us). Comments are limited to 3 minutes; you will be called on during the public section of the meeting. Written comments will also be accepted and should be submitted to [lindi.engedal@co.eau-claire.wi.us](mailto:lindi.engedal@co.eau-claire.wi.us)

### Public Access:

1-415-655-0001 US Toll, Access Code: 929 286 565

\*Mute your personal device upon entry

1. Welcome & Call to Order
2. Confirmation of meeting notice
3. Introductions
4. Public Comment
5. Election of ADRC Board Chair and Vice Chair
6. Review of March 9, 2020 ADRC Board Minutes / Discussion – Action Handout #1
7. Chair/Vice Chair Report
8. Director Report Handout #2
  - COVID 19 Service Delivery Updates
  - Family First and CARES Act funding
  - Vacancy Update
  - 2020 1<sup>st</sup> quarter reports Handout #3
9. Transportation Updates
10. Nutrition Updates
11. Reports from members on state advisory councils/committees
12. Advocacy

13. Upcoming events Handout #4

14. Future Agenda items- June 8, 2020

15. Adjourn

Prepared by Lindi Engedal

PLEASE NOTE: Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through sign language, interpreters or other auxiliary aids. For additional information or to request the service, contact the County ADA Coordinator at 715-839-4710, (FAX) 715-839-1669, tty: use Relay (711) or by writing to the ADA Coordinator, Human Resources, Eau Claire County Courthouse, 721 Oxford Avenue, Eau Claire, WI 54703.

Eau Claire County Aging & Disability Resource Center Board  
Monday, March 9, 2020, 3:30 pm  
Rooms 1301/1302 Courthouse -721 Oxford Avenue, Eau Claire WI 54703

Members Present: Jason Endres, Mary Pierce, Sue Miller, Kimberly Cronk, Audrey Nelson, Sandra McKinney, Clayton Wagner, Ruth Adix, Katherine Schneider,

Others Present: Zoey Knops, Marlene Rud, Linda Struck, Lisa Riley, Rachel Burzinski

Chair Schneider called the meeting to order at 3:31 pm.

Confirmed meeting notice – yes.

Introductions of ADRC Board, staff and others.

Public Comment.

Review February 10, 2020 ADRC Board minutes. Motion by Sue Miller, second by Mary Pierce. Motion carried.

ADRC Board member, Mary Pierce's last meeting. Chair Schneider thanked Mary for her service to the ADRC Board and presented with a card, gift and certificate of appreciation.

Audrey Nelson has served 1 term on the ADRC Board and is interested in serving a second term.

Chair Report. Katherine Schneider - upcoming Disability Advocacy Day, Autism friendly performances at UWEC, Speak Your Peace meetings, importance of completing Census, 30<sup>th</sup> anniversary of ADA in July.

Vice Chair. Kimberly Cronk - transportation to Speak Your Peace, transition housing options, demonstration deporting Hmong residents, One Read book discussions, diversity tracking.

Director Report. Linda Struck - ADRC staff retirement and change to vacant management position, state level ADRC Funding Reinvestment Initiatives, Return on Investment Grant activities, ADRC staff assistance with Clearwater nursing home relocations.

Transportation Updates. Linda Struck - paratransit fees waived to the Community Table and Food Pantries. Tricycle program training will be set up with LE Phillips Senior Center.

Nutrition Updates. Linda Struck - Fairchild Senior Dining is going to every Wednesday starting in April. March 4 Meals campaign continues.

Reports. Ruth Adix attended state aging advisory. Jason Endres serves on Governor's Task Force work groups to discuss new ideas.

Advocacy. Ruth Adix - CNA tax credits and EVV moving forward.

Upcoming events – handout enclosed.

Future agenda items - block grant funds/explanation, 2019 ADRC Annual Report, data on race and ethnicity, ADA resolution.

Motion Mary Pierce, second by Jason Endres, meeting adjourned at 4:55 pm.

Respectfully submitted,

Marlene Rud, Clerk  
Aging & Disability Resource Center Board



**ADRC Board  
Director Report  
Monday, May 11, 2020**

**COVID 19 Service Delivery Updates**

- Majority of ADRC staff who have an office at the courthouse, are now working remotely, apart from three staff that are left in the office for administrative and phone support.
- Face to Face classes, support groups, workshops etc. are postponed until further notice. Certain Health Promotion, Dementia and Medicare & You classes/webinars are now being held via Webex.
- State of Wisconsin DHS has waived face to face requirements for Options Counselors (OC's) and are allowing phone appts. OC's are also starting to use Webex to allow for more family members/caregivers to be involved.
- Meals on Wheels is continuing to deliver meals Monday-Friday.
- In response to all the additional COVID 19 questions-resources, we have created an *FAQ/Local Resource document*. This resource is located on our website at [www.eauclaireadrc.org](http://www.eauclaireadrc.org) and is updated often.
- We suspended the Adaptive Equipment Loan Program.
- Ensure Supplements continue to be delivered to individuals, in office pickups are not available.
- All Para Transit co-pays have been waived until further notice.
- In preparation for reopening of CH, mgmt. is working on minimum staffing coverage in the office and a flowchart for staff is being developed.

**Family First and CARES Act Funding**

ADRC Meals on Wheels received \$54,800 in Family First Coronavirus Response Act Funding for 2020. We are also getting CARES Act funding for MOW and ADRC; however, we are still waiting to hear total amounts.

**Vacancy Updates**

County is working on a plan to recover loss revenue from tax levy. ADRC vacancies, except for Resource Specialist and one part time cook are on hold.

## 2020 1<sup>st</sup> Quarter Reports

See handout #3

### Nutrition Updates

- Additional Covid funding will be used to cover increase in food costs; equipment purchases, as well as staffing positions for increased demand in participation.
  - We have been freezing leftover meals to be able to distribute to participants as we are able or as the need arises. We currently have approximately 100 frozen meals and have given them out at the Fairchild Grab and Go. We will continue to offer these meals to other participants as we are able to supplement their regular Meals on Wheels or Grab and Go meals.
- We continue to do “Grab and Go” meals at Fairchild Community Center every Wednesday at 12:00 PM and “Grab and Go” at St. John’s apartments in Eau Claire. If they are a tenant of the apartment their meal is delivered to their door by our staff.
- We continue to have new volunteers interested in helping deliver MOW and we are getting them through orientation as we are able. We have had approximately 8 volunteers/groups decide they will not deliver meals until the pandemic is over. We have been very fortunate to not have any disruption in service.
- March 2020, we delivered a total of 6600 meals to EC County Sr. Dining participants, a 15.9% increase from last year.
- April 2020, we delivered a total of 6602 meals to EC County Sr. Dining Participants a 14.8% increase from last year.
- We have some additional shelf stable food bags that are being offered to MOW participants, they can call the office and we will send one out with their next MOW delivery.

### Transportation Updates

- We have revised the Vehicle Modification Grant Application to be a little shorter. The original document asked for a lot of information regarding income and expenses. We have not spent any money from this grant and want to make it accessible to more individuals, hoping this smaller application will be helpful.
- The County and City have currently waived the co-pay for paratransit riders starting 3/20/20. We are still highlighting free trips to The Community Table and Food Pantries.
- The recumbent tricycles have been purchased and built; we were going to be receiving training on the tricycles right before the COVID-19 restrictions were put into place. They will remain at the bike shop until we are able to safely receive them and along proper training.
- We received additional transportation funding \$1,200 in transportation funding due to other counties not claiming all their 85.21 funding.

# ADRC

<b>SELECTED PERFORMANCE MEASURES-OUTPUTS</b>	
Information & Assistance contacts	4,555
Options Counseling Referrals	405
Elder Benefit Referrals	190
Disability Benefit Referrals	105
Meals on Wheels served	17,253
Total Number of participants in Prevention & Health Promotion Classes	206
Total number of paratransit rides	4,251
<b>SUMMARY OF CURRENT ACTIVITIES</b>	
<ul style="list-style-type: none"> <li>• Adaptation of program operations to accommodate COVID-19 Safer at Home orders</li> <li>• Options Counselors participated in new State-required OC Standards Training and all passed certification exam</li> <li>• Majority of staff are working remotely, totally new office procedures</li> <li>• Planning happened for Micon movie/loneliness event</li> <li>• Implemented Fax2Mail process</li> <li>• Implemented all-new Laserfiche electronic case filing system</li> <li>• Opened Senior Dining Site in Fairchild</li> <li>• March 17<sup>th</sup>, closed senior dining sites due to COVID-19 and provided "Grab and Go" meals instead</li> <li>• Purchased two recumbent bikes to be operated out of L.E. Phillips Senior Center. Training has been put on hold due to COVID-19.</li> <li>• Free paratransit rides are being offered to the Community Table and Food Pantries</li> </ul>	
<b>ISSUES ON THE HORIZON AND SIGNIFICANT TRENDS</b>	
<ol style="list-style-type: none"> <li>1. Covid-19 and the new way to deliver services to seniors and individuals with disabilities.</li> <li>2. The percentage of Wisconsin residents age 65+ grew by 24% from 2005 to 2015, and this trend will continue through 2040. This will increase our workload throughout the department.</li> <li>3. Population boom also increases the need for caregiver support. Caregiver support and funding continues to be a challenging service demand.</li> <li>4. Service demand for the Meals on Wheels program has steadily increased, however the funding has remained stagnant. We are continuing to monitor growth while brainstorming solutions to continue to keep up with the demand while providing a high-quality product.</li> <li>5. State ADRC Funding Methodology will be changing in 2021, unsure how this will affect us at this time.</li> </ol>	
<b>CURRENT COLLABORATIONS (INTERNAL AND EXTERNAL)</b>	
<ul style="list-style-type: none"> <li>• Quarterly mtgs with Family Care, IRIS agencies and Department of Human Services</li> <li>• Hmong Mutual</li> <li>• Mayo, Prevea, and UW Family Medicine Clinics Health Professionals</li> <li>• City of Eau Claire Transportation Collaboration</li> <li>• Human Services joint staff and director mtgs</li> <li>• Statewide Mtgs with DHS and GWAAR</li> <li>• Augusta and Eau Claire Senior Centers- Tricycle initiative, meals, satellite offices,</li> </ul>	

**Eau Claire County - ADRC Fund**  
**Quarterly Department Report - Summary**

For Period Ending: Q1, 2020

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**43 - ADRC**

Fund	Revenue:	Orig Budget 2020	Adj Budget 2020	Q1 2020	Q2 2020	Q3 2020	Q4 2020	YTD 2020	% of Budget
215	01-Tax Levy	105,043	105,043	26,261	0	0	0	26,261	25.00%
	04-Intergovernment Grants and Aid	1,868,181	1,868,181	0	0	0	0	0	0.00%
	06-Public Charges for Services	13,276	13,276	4,780	0	0	0	4,780	36.00%
	09-Other Revenue	2,348	2,348	40	0	0	0	40	1.70%
<b>Total Revenue - ADRC</b>		<b>\$1,988,848</b>	<b>\$1,988,848</b>	<b>\$31,081</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$31,081</b>	<b>1.56%</b>

Fund	Expenditures:	Orig Budget 2020	Adj Budget 2020	Q1 2020	Q2 2020	Q3 2020	Q4 2020	YTD 2020	% of Budget
215	01-Regular Wages	-1,224,501	-1,224,501	-226,604	0	0	0	-226,604	18.51%
	02-OT Wages	0	0	-51	0	0	0	-51	0.00%
	03-Payroll Benefits	-553,858	-553,858	-107,134	0	0	0	-107,134	19.34%
	04-Contracted Services	-67,415	-67,415	-10,629	0	0	0	-10,629	15.77%
	05-Supplies & Expenses	-105,507	-105,507	-11,250	0	0	0	-11,250	10.66%
	07-Fixed Charges	-36,050	-36,050	-10,135	0	0	0	-10,135	28.11%
	09-Equipment	-1,517	-1,517	-1,837	0	0	0	-1,837	121.10%
<b>Total Expense - ADRC</b>		<b>-\$1,988,848</b>	<b>-\$1,988,848</b>	<b>-\$367,640</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>-\$367,640</b>	<b>18.49%</b>

<b>Net Surplus/(-Deficit) - ADRC</b>	<b>\$0</b>	<b>\$0</b>	<b>-\$336,559</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>-\$336,559</b>
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**Eau Claire County - ADRC Fund**  
**Quarterly Department Report - Summary**

For Period Ending: Q1, 2020

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**46 - Transportation**

Fund	Revenue:	Orig Budget 2020	Adj Budget 2020	Q1 2020	Q2 2020	Q3 2020	Q4 2020	YTD 2020	% of Budget
215	01-Tax Levy	48,009	48,009	12,002	0	0	0	12,002	25.00%
	04-Intergovernment Grants and Aid	240,043	240,043	267,223	0	0	0	267,223	111.32%
<b>Total Revenue - Transportation</b>		<b>\$288,052</b>	<b>\$288,052</b>	<b>\$279,225</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$279,225</b>	<b>96.94%</b>

Fund	Expenditures:	Orig Budget 2020	Adj Budget 2020	Q1 2020	Q2 2020	Q3 2020	Q4 2020	YTD 2020	% of Budget
215	01-Regular Wages	-22,823	-22,823	-5,213	0	0	0	-5,213	22.84%
	02-OT Wages	0	0	-1	0	0	0	-1	0.00%
	03-Payroll Benefits	-3,480	-3,480	-673	0	0	0	-673	19.33%
	04-Contracted Services	-237,904	-237,904	-10,517	0	0	0	-10,517	4.42%
	05-Supplies & Expenses	-4,045	-4,045	-1,091	0	0	0	-1,091	26.97%
	07-Fixed Charges	-19,800	-19,800	-6,600	0	0	0	-6,600	33.33%
	09-Equipment	0	0	-8,990	0	0	0	-8,990	0.00%
<b>Total Expense - Transportation</b>		<b>-\$288,052</b>	<b>-\$288,052</b>	<b>-\$33,086</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>-\$33,086</b>	<b>11.49%</b>

**Net Surplus/(-Deficit) - Transportation**      \$0      \$0      \$246,139      \$0      \$0      \$0      \$0      \$246,139

**Total ADRC Fund**

## Eau Claire County - ADRC Fund Quarterly Department Report - Summary

For Period Ending: Q1, 2020

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Dept	DEPT Description	Orig Budget 2020	Adj Budget 2020	Q1 2020	Q2 2020	Q3 2020	Q4 2020	YTD 2020	% of Budget
43	ADRC	1,988,848	1,988,848	31,080.75	0	0	0	31,081	1.56%
44	Nutrition	952,141	952,141	95,935.96	0	0	0	95,936	10.08%
46	Transportation	288,052	288,052	279,225.25	0	0	0	279,225	96.94%
<b>Total Revenue: ADRC Fund</b>		<b>\$3,229,041</b>	<b>\$3,229,041</b>	<b>\$406,242</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$406,242</b>	<b>12.58%</b>

Dept	DEPT Description	Orig Budget 2020	Adj Budget 2020	Q1 2020	Q2 2020	Q3 2020	Q4 2020	YTD 2020	% of Budget
43	ADRC	-1,988,848	-1,988,848	-387,840.01	0	0	0	-387,640	18.49%
44	Nutrition	-952,141	-952,141	-167,855.31	0	0	0	-167,855	17.63%
46	Transportation	-288,052	-288,052	-33,086.09	0	0	0	-33,086	11.49%
<b>Total Expenditures: ADRC Fund</b>		<b>-\$3,229,041</b>	<b>-\$3,229,041</b>	<b>-\$568,581</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>-\$568,581</b>	<b>17.61%</b>

Dept	DEPT Description	Orig Budget 2020	Adj Budget 2020	Q1 2020	Q2 2020	Q3 2020	Q4 2020	YTD 2020	% of Budget
43	ADRC	0	0	-336,559.26	0	0	0	-336,559	0.00%
44	Nutrition	0	0	-71,919.35	0	0	0	-71,919	0.00%
46	Transportation	0	0	246,139.16	0	0	0	246,139	0.00%
<b>Net Surplus/-Deficit: ADRC Fun</b>		<b>\$0</b>	<b>\$0</b>	<b>-\$162,339</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>-\$162,339</b>	<b>0.00%</b>

## May 2020 Events

Senior Dining sites offering Grab n Go meals:

Fairchild Community Center, 121 Farmer Street, Fairchild, every Wednesday, 12 pm.

St. John's Apts, 815 Chapin St, Eau Claire, Monday through Friday, 11:15 am.

Weekly Wednesday Online Webinars. Every Wednesday during May, 2020, 10:00-11:00 am. Register at [www.adrcevents.org](http://www.adrcevents.org) or call the ADRC, 715-839-4735.

Healthy Living With Diabetes. Thursdays, May 7 – June 11, 2020, 9:30 am - 12:00 pm. Virtual meetings via Webex. Register at [www.adrcevents.org](http://www.adrcevents.org) or call the ADRC, 715-839-4735.

Medicare & You. May 29, 2020, 10 am. Virtual meeting via Webex. Register at [www.adrcevents.org](http://www.adrcevents.org) or call the ADRC, 715-839-4735.