

## AGENDA

Eau Claire County  
Aging & Disability Resource Center Board  
Monday, July 13, 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: 929 885 251

\*Mute your personal device upon entry

1. Welcome & Call to Order
2. Confirmation of meeting space
3. Introductions
4. Public Comment
5. Review of May 11, 2020 ADRC Board Minutes/Discussion- Action Handout #1
6. Chair/Vice Chair Report
7. Director Report Handout #2
  - 2021 Budget Updates
  - Covid 19 Service Delivery and Funding Updates
  - Personnel Updates
    - Vacancies
    - FTE increase for Administrative Associate III For IS/ADRC and Elimination of .50 Outreach Coordinator position. Discussion - Action Handout #3 Handout #4
8. Nutrition Updates
9. Transportation Updates
10. Future Mtg Times/Duration
11. Reports from members on state advisory councils/committees

12. Advocacy

13. Upcoming Events Handout #5

14. Future Agenda items

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, May 11, 2020, 3:30 pm  
Remote Meeting via Webex Events

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

Roll Call/Members Present: Carl Anton, Kimberly Cronk, Jason Endres, Sandra McKinney, Sue Miller, Audrey Nelson, Katherine Schneider, Tami Schraufnagel

Others Present: Linda Struck, Lisa Riley, Betsy Henck, Kelli Weiss, Lindi Engedal

Confirmed meeting notice – yes.

Introductions of ADRC Board and staff.

Public Comment.

Board Elections. Motion by Sue Miller to nominate Kimberly Cronk as Chair. Approved by a vote of 8 (yes) to 0 (no) on May 11, 2020.

Motion by Sandra McKinney to nominate Sue Miller as Vice Chair. Approved by a vote of 8 (yes) to 0 (no) on May 11, 2020.

Review March 9, 2020 ADRC Board minutes. Motion by Sue Miller, second by Jaxon Endres. Motion carried.

Chair Report. Katherine Schneider – Katherine expressed her joy at serving as Chair for the past two years. Linda Struck encouraged Katherine to continue to submit articles for the ADRC newsletter.

Vice Chair Report. Kimberly Cronk – Kimberly thanked Katherine Schneider for serving as Chair.

Directors Report. Linda Struck – Majority of ADRC staff working remotely; certain Health Promotion, Dementia and Medicare & You classes now being held via Webex; Meals on Wheels continuing to deliver meals Monday-Friday; FAQ/Local Resource document in response to COVID 19 located on ADRC website; Adaptive Equipment Loan Program suspended; Ensure Supplement deliveries continue; all Para Transit co-pays being waived until further notice; preparations being made for reopening of the courthouse; ADRC Meals on Wheels funding received from Family First Coronavirus Response Act; waiting to hear about CARES Act funding that will be received; ADRC staff vacancies, except for Resource Specialist and one part time cook, have been put on hold to recover from loss revenue from tax levy; 1<sup>st</sup> Quarter Performance Measures.

Transportation Updates. Betsy Henck – Vehicle Modification Grant Application revised; co-pay for paratransit riders currently being waived; no cost trips for paratransit riders to the Community Table and Food Pantries will continue; recumbent tricycles at bike shop until proper training can begin; additional 85.21 transportation funding of \$1,200 received; research will be done on expanding Sunday afternoon transportation; Paratransit contract with Abby Vans.

Nutrition Updates. Betsy Henck – additional COVID 19 funding used to cover increase in food costs, equipment purchases, and staffing positions for increased demand in participation; frozen meals being made available; “Grab and Go” meals continue at Fairchild Community Center and St. John’s dining sites; increase in volunteers for MOW delivery; increase in senior dining meals/participants from last year; shelf stable food bags available for MOW participants; continue to work with Feed My People regarding obtaining food at lower price.

Reports. Jason Endres is serving as Chair of the Independent Living Council of Wisconsin Board; that board is looking for new members. The Caregiver Task Force provided list of items to send to the governor.

Advocacy. Leader-Telegram article on challenges COVID 19 is presenting to some people with disabilities. ADA Resolution passed by County Board. Request from the deaf community for deaf interpreter at Health Department COVID 19 news briefings. Communication difficulty for deaf community with individuals wearing masks. Re-entry plans by jail with reducing inmate population.

Upcoming events.

Future agenda items. Hold ADRC Board meetings bi-monthly vs every month. Consensus to provide Director’s Report in June and schedule next Board meeting on July 13, 2020 via Webex meeting. Option for public comments to be made by call in for all future meetings. Obtain motion to take to County Board regarding changing county code to make virtual meetings an option for all future meetings.

Motion by Sue Miller, second by Jason Endres, meeting adjourned at 4:58 pm.

Respectfully submitted,

Lindi Engedal, Clerk  
Aging & Disability Resource Center Board



**ADRC Board  
Director Report  
Monday, July 13<sup>th</sup>, 2020**

**2021 Budget Updates**

- August 10<sup>th</sup> ADRC Board mtg we will be discussing 2021 ADRC Budget Proposal
- Per County Admin, we are to come in with a 5% reduction in Levy

**COVID 19 Service Delivery and Funding Updates**

- No changes in service delivery from June's director's report. Our walk-in traffic has been slow, which is what we were hoping for as we transition our office and the gov't center. People are calling us before coming in. We continue to expand our virtual platforms via WebEx or one on one check-ins via telephone. We received an additional \$10,344 in ADRC Cares Act funding. This is in addition to the CARES Act/Family First Act funding we received for our OAA programs.

**Personnel Updates**

- Linda Vogler, part time kitchen staff retired from Meals on Wheels on June 30<sup>th</sup>. She has worked with the MOW program for almost 40 years. We filled her position with an internal candidate, Karin Kircher. We also were able to fill our Resource Specialist position. Brianna Werner starts on Monday, July 20<sup>th</sup>. Per the county's COVID Bridge Plan all other vacancies will remain unfilled.
- The ADRC and the IS Department brought forward a recommendation to increase an Administrative Associate III position within the IS department, five hours per week, to assist the ADRC with newsletter production and website administration. The FTE will be increased from .50 to .625 within the Information Systems Department. The additional .125 FTE will be paid by the ADRC. These duties were previously the responsibility of the Outreach Coordinator position and Resource Specialist position. See Handouts #3 & #4.

**Nutrition Updates**

- We will be starting grab and go meals back at Augusta Senior Center on July 6<sup>th</sup> as well as L.E. Phillips Senior Center in Eau Claire on July 14<sup>th</sup>. These will remain Grab and Go for the foreseeable future. Participants can sign up the same way as they previously did by calling Augusta Senior Center for those congregate dining meals or the ADRC office for the evening meal. We continue to do grab and go at St. John's and Fairchild. We have been working with Positive Avenues during June and will continue to provide meals to them on Tuesdays and Fridays. They have been getting around 60-65 meals each of those days. This has been a positive relationship. As they transition to their next site, we will continue to work with them to provide meals.

## Handout #2

- MOW has received an additional minivan to use for the program from Sherriff Kramer. This will allow us to reduce costs due to less mileage reimbursement and will reduce the need for staff to utilize their own vehicles.

## Transportation Updates

- We have awarded our first and second recipients for the vehicle modification Grant. One was for a directional signal placed on the opposite side of the steering column. This allows her to be able to continue to safely drive herself. The second one was for an electric seat that swivels out toward the door allowing for easier access to get in and out of the van. The person currently uses a slide board with her elderly caregiver. The new seat will allow the transfer to be much safer and easier. We have about \$11,000 we can award to other recipients, which includes the \$10,000 from 2019 that was never given out.
- Rural Transportation: Coordinator continues to give rides and follows extra safety precautions to ensure the safety of our riders. His ridership had seen a slight decrease in previous months due to COVID-19, but the rides are starting to pick up.

**FACT SHEET**

**TO FILE NO.**

ADRC-IS Joint Request

We are bringing forward a recommendation to increase an Administrative Associate III position within the IS department, five hours per week, to assist the ADRC with newsletter production and website administration. The FTE will be increased from .50 to .625 within the Information Systems Department. The additional .125 FTE will be paid by the ADRC.

Background and Facts


To balance the ADRC's 2020 budget, we reduced an Outreach Coordinator position from 1.0 FTE to .50 FTE. We redistributed many of the Outreach Coordinator duties within the ADRC, except for website administration and newsletter formatting and production. In collaboration with the IS Department, we were able to get assistance from their part time (20 hours/wk) Administrative Associate III position. The duties the ADRC needs assistance with match closely with the skill set required of the Admin Associate position and the cross-department collaboration has proven to optimize staffing and service delivery. If approved, our intent would be to eliminate the remaining .50 FTE Outreach Coordinator position.

Fiscal Impact

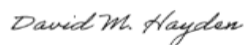
ADRC will be funding the additional five hours per week with ADRC grant funds, Medical Assistance match and tax levy. The difference in pay/benefits of an Outreach Coordinator at 20 hours per week vs Admin Associate III at five hours per week is \$19,137 less, an overall reduction of \$10,334 in tax levy.

Respectfully submitted,

Linda Struck  
ADRC Director



Dave Hayden  
IS Director



Jessica Rubin  
Human Resources Director



1 **Enrolled No.**

2 **RESOLUTION**

3 **File No. 20-21/031**

4 - AUTHORIZING TO INCREASE ONE ADMINISTRATIVE ASSOCIATE III (0.50) TO  
5 ADMINISTRATIVE ASSOCIATE III (0.625) AND ABOLISH (0.50 FTE) OUTREACH  
6 COORDINATOR -

7 WHEREAS, the Eau Claire County Code of General Ordinances requires that all regular positions or  
8 changes therein be submitted to the Board for authorization; and

9  
10 WHEREAS, at its regularly scheduled meeting on June 9, 2020, the committee on administration  
11 approved a request from the Information Systems Department to increase the full time equivalency (FTE)  
12 of one .50 FTE Administrative Associate III position by 5 hours per week, or .125 FTE, to .625 FTE; and

13  
14 WHEREAS, at its regularly scheduled meeting on July 13, 2020, the ADRC Board approved a request  
15 from the Information Systems Department and ADRC to allocate the 5 hours per week, or .125 FTE, to the  
16 Aging and Disability Resource Center’s budget; and

17  
18 WHEREAS, at its regularly scheduled meeting on July 13, 2020, the ADRC Board approved to abolish  
19 0.5 FTE Outreach Coordinator; and

20  
21 WHEREAS, the change of this position will have no changes to overall budget, though will save the  
22 ADRC \$10,334.

23  
24 NOW, THEREFORE BE IT RESOLVED that the Eau Claire County Board of Supervisors hereby  
25 approves to increase the FTE of one Administrative Associate III in the Information Systems Department  
26 from .50 FTE to .625 FTE and abolish the Outreach Coordinator (.50 FTE).

27  
28 ADOPTED:

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30 \_\_\_\_\_  
31 Committee on Administration, Chair  
32 by vote of 5 for and 0 against on June 9, 2020

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34 \_\_\_\_\_  
35 ADRC Board, Chair  
36 by vote of \_\_\_\_ for and \_\_\_\_ against

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38 \_\_\_\_\_  
39 Committee on Human Resources, Chair by vote  
40 of 5 for and 0 against on June 12, 2020

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46 Dated this \_\_\_\_ day of \_\_\_\_,2020.

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48  
49 /SB



## **July 2020 Events**

Senior Dining sites offering Grab 'n Go meals:

- Fairchild Community Center, 121 Farmer Street, Fairchild, every Wednesday, 12:00pm.
- St. John's Apartments, 815 Chapin St, Eau Claire, Monday through Friday, 11:00am.
- Augusta Senior & Community Center, 616 W Washington St, Augusta, Monday through Friday, 11:30am.

July Dementia Virtual Support (online webinar and/or conference call):

- Eau Claire Memory Connections Café. Tuesday, July 14, 10:00–11:00am. Register at [www.adrcevents.org](http://www.adrcevents.org) or call the ADRC, 715-839-4735.
- Early Stage Memory Loss Support Group. Wednesday, July 29, 1:30–2:30pm. Register at [www.adrcevents.org](http://www.adrcevents.org) or call the ADRC, 715-839-4735.
- Middle-Late Stage Alzheimer's/Dementia Caregiver Support Group. Tuesday, July 14, 1:30–2:45pm. Register at [www.adrcevents.org](http://www.adrcevents.org) or call the ADRC, 715-839-4735.
- Coffee Group for Men. Wednesdays July 8 and 22, 11:00am. To register contact Bob at 414-378-2114 or [beevee6610@gmail.com](mailto:beevee6610@gmail.com).
- Lewy Body Dementia Support Group. Wednesday, July 8, 6:00–8:00pm. To register contact Janell at [romatowskij@comcast.net](mailto:romatowskij@comcast.net) or Amy at 715-379-3148 or [amy@modularmarketingsystems.com](mailto:amy@modularmarketingsystems.com)
- Soul-Care for Caregivers. Tuesday, July 14, 5:30–7:00pm. To register contact Paula at [paulajwaincott@gmail.com](mailto:paulajwaincott@gmail.com).

Medicare & You

Virtual meeting via Webex. Wednesday, July 8, 1:00pm. Register at [www.adrcevents.org](http://www.adrcevents.org) or call the ADRC, 715-839-4735.

Strong Bodies

Virtual workshop via Webex. Information Session - Wednesday, July 8, 8:00-9:15am.

Workshops – Mondays & Wednesdays, July 13-September 21, at 8:30am or 11:15am and

Tuesday & Thursdays, July 14-September 17 at 8:30am. Register at [www.adrcevents.org](http://www.adrcevents.org) or call the ADRC, 715-839-4735.

Mind Over Matter: Healthy Bowels, Healthy Bladder

Virtual workshop via Webex. Tuesdays July 21, August 4 and 18, 2:00-4:00pm. Register at [www.adrcevents.org](http://www.adrcevents.org) or call the ADRC, 715-839-4735.

Friday Facts – Opening Pathways to Better Brain Health

Webinar and/or conference call. Friday July 10 and 24, 10:00–11:30am. Register at [www.adrcevents.org](http://www.adrcevents.org) or call the ADRC, 715-839-4735.

Dementia 101

Webinar and/or conference call. Thursday, July 16, 1:30-2:30pm. Register at [www.adrcevents.org](http://www.adrcevents.org) or call the ADRC, 715-839-4735.

Americans with Disabilities Act Awareness

Audio conference. Tuesday, July 14, 1:00-2:30pm. Register at [www.accessibilityonline.org](http://www.accessibilityonline.org) or call 1-877-232-1990.

Americans with Disabilities Act Awareness Day - Sunday, July 26, 2020