

AGENDA

Eau Claire County
Aging & Disability Resource Center Board
Monday, July 12, 2021, at 3:00 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 brianna.werner@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 brianna.werner@co.eau-claire.wi.us

Public Access:

1-415-655-0001 US Toll, Access Code: 145 844 3935

Link to join meeting:

<https://eauclairecounty.webex.com/eauclairecounty/j.php?MTID=me609f2c772af8cafa10436f8261c07eb>

*Mute your personal device upon entry.

1. Welcome & Call to Order
2. Confirmation of meeting space
3. Introductions
4. Public Comment
5. Review of June 14th, 2021, ADRC Board Minutes/Discussion-Action Handout #1
6. ADRC Board By-Laws/Discussion Handout #2
7. Director Report
 - Hwy Facility Kitchen Updates
 - August 2nd Mtg on 2022 Budget
 - Personnel Update
8. Nutrition Updates
9. Reports from members on state advisory councils/committees
10. Advocacy
11. Upcoming Events Handout #3

12. Future Agenda items

13. Adjourn

Prepared by Brianna Werner

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, June 14, 2021 3:00 pm
Remote Meeting via Webex Events

Chair Kimberly Cronk called the meeting to order at 3:01 pm.

Roll Call/Members Present: Carl Anton, Kimberly Cronk, Chris Hambuch-Boyle, Sandra McKinney, Sue Miller, Tami Schrafnagel, Dan Sippl

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

Confirmation of meeting notice- yes

Public Comment- None. Motion to close Sue Miller. Tami Schraufnagel 2nd motion. Public comment closed.

Review May 10, 2021 ADRC Board Minutes. Motion to approve Sandra McKinney. Sue Miller 2nd motion. May 10, 2021 minutes approved.

Chair Report.

Kimberly Cronk- In-person events are starting to happen again around the community and they are a good opportunity for outreach by having different representation of board members participate. Board members can volunteer with the ADRC at different events to help staff with outreach. American Rescue Plan – groups most affected by covid need to have a say in what the funding is spent on. The county and city council are taking input from individuals regarding priority areas for funding.

Vice Chair Report.

Sue Miller- nothing to report today.

ADRC Board By-Laws - Discussion on current By-Laws and suggested changes. Final draft of changes will be provided to board at July 2021 board meeting with the updated By-Laws approved/acted on during the August 2021 board meeting.

Director Report. Linda Struck-

- Personnel Update. Continue to have admin position left vacant; position is being looked at regarding 2022 budget. The additional OC position that was approved in 2021 budget to start 7/2021 will be posted after the job description is updated and 2022 budget submitted.

- Currently in the process of submitting 2022 budget; due 6/25 to finance. The MA match rate has dropped 3% within last year.

- Aging Plan Update. Draft goals will be submitted next month. Focus areas of goals are regarding caregiver support, social isolation, supportive services, nutrition, advocacy, equity/inclusiveness, healthy aging, and dementia. Discussion on the aging plan will be combined with the transportation public hearing in the fall 2021.
- Hwy Facility Kitchen Updates. When the design is finalized Linda will share with the Board. There is a \$5 million shortfall for the final project (\$2 million for nutrition/kitchen) due to current building costs being so high.
- 2022 Budget Update. Budget guidelines discussed. A 1.5% COLA plus the annual step increase will be a part of the budget. ADRC is planning on budgeting the same funding amounts for nutrition and ADRC grant.

Transportation Update. Betsy-

The ADRC worked with the County Parks and Forest Department to purchase 2 all-terrain mobility wheelchairs that will be available to anyone needing assistance in accessing the beach and water areas at Coon Fork County Park. Individuals can contact the park office ahead of time to reserve a wheelchair or just stop at the park office to use. A refundable deposit of \$5 and a waiver need to be filled out to check out a chair. There is a potential for the ADRC to purchase additional mobility wheelchairs for other area parks; transportation funding was used to purchase the items.

Nutrition Update. Betsy-

Starting in July the congregate meals sites will be going back to in person dining. The grab and go option will still be offered for as long as the state requirements allow. The kitchen is looking to fill a permanent part time cook position; it is currently being filled by an interim LTE.

Reports from members on state advisory councils/committees.

Chris – Joint finance recently voted not to increase funding for public schools. There will be a EC School District press conference on 6/21 at the board office to share what the district has done during the pandemic and what the impact would be if the increased funding was passed.

Advocacy

Chris – Advocacy is needed for special education programs in public schools. Private schools are receiving more funding; public schools do not receive what they need. The inequity is getting worse with every budget.

Dan – There is little knowledge being provided to the aging community regarding available services for those who are blind, and where services are lacking.

Upcoming events.

Kim – Juneteenth celebration is Saturday, June 19 at the Pine Pavilion in Carson Park.

Future agenda items.

July 12, 2021 meeting - By-law discussion

August 2, 2021 meeting – Budget meeting. The meeting date was changed from 8/9 to 8/2 at 3pm. Sandra and Chris will not be available on 8/2. Notify Linda or Kim ASAP if you know you will not be able to attend the 8/2 meeting so we can verify if there will be a quorum.

Motion by Chris Hambuch-Boyle to adjourn, Sandra McKinney 2nd motion. Meeting adjourned at 4:15 pm.

Respectfully Submitted,

Lindi Engedal
Aging & Disability Resource Center Board

**Eau Claire County
Aging and Disability Resource Center Board
By-Laws**

Article I: DefinitionsSection 1:

1. "ADRC Board" means the Aging and Disability Resource Center Board.
2. "ADRC" means the Aging and Disability Resource Center.
3. "Older adults" means individuals 60 years of age or over.

Section 2:

The ADRC Board shall be the governing committee for the Aging and Disability Resource Center, which is the lead agency of municipal government representing the needs, concerns, interests, and well-being of older adults and individuals with disabilities in Eau Claire County.

Article II: Mission and DutiesSection 1:

The mission of the agency is to support older adults, individuals with disabilities, and individuals with mental health or substance abuse issues and their families and caregivers by offering easy access to services and fostering a caring community that values lifelong contributions, maximum independence and individual dignity.

Section 2:

The powers and duties of the Board shall be exercised and performed in conformity with the laws, ordinances and resolutions of Eau Claire County. Duties of the Board shall include the following:

- ~~Develop a mission statement for the Aging and Disability Resource Center (ADRC) that is consistent with the goals of the statewide redesign long term care system;~~
- ~~Determine the structure, policies and procedures of the ADRC within state guidelines and the local governance structure of the county;~~
- ~~Ensure that the ADRC has a viable plan for implementation and operation;~~
- ~~Oversee the operation of the ADRC;~~
- ~~Identify unmet needs and prepare plans to meet them;~~
- ~~Ensure input from consumers, service providers and local constituents in general in the policies, practice and goals of the ADRC;~~
- ~~Orient and train ADRC board members;~~
- ~~Provide financial oversight of the ADRC, including preparation and submission of an annual budget; and~~
- ~~Ensure that the terms of the State/County ADRC contract are fulfilled;~~
- ~~Serve as a grievance committee after other local steps to resolve concerns about the ADRC, have proved unsuccessful.~~
- Provides strategic direction to the ADRC to ensure fidelity to the ADRC mission.

- Advocates for older people, adults with physical and intellectual disabilities, and caregivers in the ADRC's service area.
- Represents and promotes the ADRC and the services it provides to the community at large.
- Provide guidance and feedback on the ADRC's services, priorities, and future direction.
- Provide input on the ADRC budget and review spending relative to the budget.
- Identify, monitor, and recommend ways to avoid or mitigate potential conflicts of interest in the ADRC's operations.
- Review ADRC customer feedback and other sources of information to determine if there is a need to change performance metrics.
- Gather information about and identify unmet needs of the ADRC's target populations for long-term care and other services.
- Provide well-advertised opportunities for public participation in the board's information-gathering activities.
- Identify potential strategies and resources for building local capacity to serve ADRC customers.
- Report findings and recommendations to the ADRC director, local officials, DHS, and other interested parties as appropriate.

Article III: ADRC Board Membership, Appointment and Tenure

Section 1:

- The ADRC Board will consist of 11 members appointed by the County Board Chair, with confirmation by the County Board.
- The ADRC Board will reflect the ethnic and economic diversity of the geographic area served by the resource center.
- ADRCs empower customers to make informed choices about options to live with dignity, security, independence, and a high quality of life. In order to achieve this mission in an equitable way, ADRCs must identify and consider disparities that affect each unique customer. ADRCs will represent these marginalized communities through their recruitment of governing board members.
- At least one-fourth of the membership of the board will consist of individuals who belong to an ADRC client group or their family members, guardians, or other advocates reflecting the ADRC's target population.
- To ensure adequate representation statewide, all ADRC boards must include at least one person with a physical disability, one person with an intellectual disability, and two people age 60 or older.
- A board member, who may represent more than one ADRC client group, cannot be counted as a representative in more than one client group.
- Representatives of groups receiving limited ADRC services, such as mental health or substance use disorders, may be included on the board, but these members will not count towards the one-fourth consumer representation.
- The proportion of board members representing older adults, individuals who are physically disabled, and individuals who are developmentally disabled shall be

~~the same as the proportion of individuals in these target groups statewide that are enrolled in Medicaid managed long term care programs. These individuals will each only represent one target group.~~

- ~~• One member of the governing board will be an individual with a mental health or substance abuse issue, or their family member or other representative.~~
- ~~• One member of the governing board may represent youth transitioning to the adult system.~~

~~Section 2:~~

~~Initially 3 members shall serve a term of 1 year, 4 members shall serve a term of 2 years and 4 members shall serve a term of 3 years.~~

Section 23:

Members shall serve a term of 3 years from the 3rd Tuesday of April and until their respective successors are appointed and qualified. No member may serve more than 2 consecutive 3-year terms. Any vacancy shall be filled for the unexpired term in the same manner as the original appointment. The board shall be composed of:

- 6 citizen members.
- 5 members of the county board of supervisors with 1 member from the commission on aging and 1 member from the human services board and one member residing outside the City of Eau Claire.
- Members shall be chosen on the basis of recognized ability and demonstrate an interest in services for older adults, individuals with physical or developmental disabilities, or individuals with mental health or substance abuse issues. No person shall be appointed who has a conflict of interest as determined by state law or regulations or by county ordinance. No member of the ADRC Board may have any direct or indirect financial interest in a managed care organization.

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Section 34:

Eligibility to become a member of the ADRC Board shall be the same as those for other County Board appointments to committees.

Section 45:

Persons seeking to fill the position of citizen member must submit a letter and application to the Eau Claire County Administrator within the time frame identified.

Section 56:

Any member that has more than three (3) unexcused absences in a twelve (12) month period, from regular ADRC Board meetings, shall resign his/her position on the Board. An unexcused absence means that the absentee did not notify the Chair or the appointed agent that he/she would be unable to attend the meeting.

Section 67:

The current policies on payment of per diems for attending meetings for the county shall be applied to representatives appointed by the County to serve on the Board

Article IV: ADRC Board Officers

Section 1:

The County Board Chair shall appoint a chair pro tem to chair the first meeting. The ADRC Board shall elect a chair and a vice-chair. Officers so elected shall serve a term of 1 year from the 1st Monday of May following their election or until their respective successors are elected and qualified. All succeeding terms shall be for one year.

Section 2:

The Chair shall:

1. preside at regular and special meetings of the ADRC Board
2. be prepared to report to the County Board and/or its committees, and to attend such meetings as are appropriate to the business of the ADRC Board
3. appoint committees as needed
4. approve and sign documents where appropriate

Section 3:

The Vice-Chair shall:

1. Assume the responsibilities of the Chair in the Chair's absence

Article V: Appointments

Section 1:

The Chair will make appointments to board committees and to regional and state committees as appropriate.

Article VI: Meetings

Section 1:

The ADRC Board shall meet as the members determine or the chair directs, but at least a minimum of six times per year. The majority of the ADRC Board shall constitute a quorum.

Section 2:

The ADRC Board shall determine its meeting schedule based upon the convenience of its members. Thereafter, a change in the regular schedule shall be approved by a two-thirds vote of the ADRC Board. The members shall be notified in advance of any change in the schedule.

Article VII: Committees

Section 1:

The ADRC Board may appoint sub-committees, or advisory committees consisting of either members or non-members or both, to encourage community involvement and carry out the purposes and objectives of the ADRC Board.

Article VIII: Code of Ethics

Section 1:

Both ADRC Board members and staff must abide by the Eau Claire County Ethics Code.

Section 2:

ADRC Board members shall not release the names and/or other confidential information about program participants without the consent of the participant. The responsibility to maintain confidentiality should be fulfilled in such a way as to not obstruct or preclude legitimate public access to records or information relative to the activities, programs, services and financing of the Aging and Disability Resource Center.

Section 3:

The ADRC will provide an annual Review of the Conflict of Interest and Confidentiality policies. All members will complete an acknowledgment form annually confirming they have reviewed the policies.

Article IX: Rules of Order

Section 1:

The ADRC Board shall conduct its business according to Roberts' Rules of Order.

Article X: Ratification of By-Laws

Section 1:

Ratification of these by-laws shall be by a two-thirds vote of the ADRC Board.

Section 2:

These by-laws may be amended as deemed necessary by a two-thirds vote of the ADRC Board at any regularly scheduled meeting provided there has been at least ten days advance notice of the intent to amend.

Approved 4/9/08

July 2021 Events

Senior Dining sites offering Grab 'n Go or Congregate meals at lunchtime:

- St. John's Apartments, 815 Chapin St, Eau Claire, Monday through Friday, 10:45am. Congregate starting July 6th.
- Augusta Senior & Community Center, 616 W Washington St, Augusta, Monday through Friday, 11:30am. Congregate starting July 6th.
- Fairchild Community Center, 121 Farmer Street, Fairchild, every Wednesday, 12:00pm. Congregate starting July 7th.

Senior Dining sites offering Grand 'n Go or Congregate meals for Evening Meals:

- LE Phillips Senior Center, 1616 Bellinger St, Eau Claire, July 13th and July 27th 2021, 5:00pm. Congregate starting July 13th.

July Dementia Support (online, or in person):

- Early-Stage Memory Loss Support Group. Wednesday, July 28th, 1:30–2:30pm. To register contact Lisa @ lisa.wells@co.eau-claire.wi.us
- Middle-Late Stage Alzheimer's/Dementia Caregiver Support Group. Tuesday, July 8 1:30–2:45pm. To register contact Lisa @ lisa.wells@co.eau-claire.wi.us
- Coffee Group for Men. Wednesdays, July 7 and July 21, 11:00am. To register contact Bob at 414-378-2114 or beevee6610@gmail.com.
- Chippewa Valley Memory Café. 2nd Tuesday, July 13th 10:00-11:30am. To register contact Lisa @ lisa.wells@co.eau-claire.wi.us
- Driving and Dementia. Wednesday, July 14. Noon- 1pm. Registration Link: dhs.wi.gov/dcs-webinars
- Lewy Body Dementia Support Group. Wednesday, July 14, 6:00pm-8:00pm. To register contact Janelle at romatowskij@comcast.net or Amy at 715-379-3148 or amy@modularmarketingsystems.com
- Brain & Body Fitness. Mondays and Wednesdays, May 3- July 21. 10:00-11:30am. Lake Street Methodist Church. Register at www.adrcevents.org or call the ADRC 715-839-4735.
- Better Brain Fridays. Fridays, July 9th and July 23rd . 10:00-11:30. Register at www.adrcevents.org or call the ADRC 715-839-4735.
- Stand in the Light Memory Choir Summer Semester, Thursdays June 3-July 15. For more information call 715-210-4165 or standinthelightchoir@gmail.com

Medicare & You

Virtual meeting via Webex. Wednesday, July 7th at 10:00am Register at www.adrcevents.org or call the ADRC 715-839-4735.

Eau Claire Caregiver "Virtual" Café

Virtual Meeting via Webex. Tuesdays, July 6th and July 20th , 9-10:30am. Register at www.adrcevents.org or call the ADRC, 715-839-4735

Mind Over Matter; Healthy Bowels, Healthy Bladder

Virtual Meeting via Webex. Thursdays, July 22, August 5, August 19. 10:00am-12:00pm. Register at www.adrcevents.org or call the ADRC, 715-839-4735

Webex “Meet & Greet”

Virtual Meeting via Webex. Thursday July 15th 10:00-11:00 am or Tuesday September 28th 1:00-2:00pm