

AGENDA

Eau Claire County
Aging & Disability Resource Center
Board Monday, June 20, 2022 at 4:00 pm
721 Oxford Ave
Room 1301/1302
Eau Claire Wi, 54701

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

*Mute your personal device upon entry

1. Welcome & Call to Order
2. Confirmation of meeting notice
3. Public Comment
4. Board Introductions
5. Review of May 9th board minutes/discussion-action Handout #1
6. Presentation on Options Counseling and Information & Assistance Services- Lisa Riley
7. Presentation on 85.21 Transportation Services- Betsy Henck
8. Director Report
 - 2023 Budget Update
 - 2022 Q1 Performance Management Reports- Handout #2
 - Pay Grade/Title Change from Admin IV to Resource Specialist/Discussion- Action Handout #3
9. Future Conflict of Interest and Confidentiality Training
10. Advocacy/advisory committee updates
11. Upcoming Events Handout #4
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, remote access, or other auxiliary aids. Contact the clerk of the committee or Administration for assistance (715-839-5106). For additional information on ADA requests, contact the County ADA Coordinator at 839-6945, (FAX) 839-1669 or 839-4735, 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 9, 2022, 2022, 3:00 pm
Room 1301/1302

Temporary Chair Stella Pagonis called the meeting to order at 3:01 pm.

Roll Call/Members Present: Dan Sippl, Amanda Babb, Heather Deluka, Tami Schraufnagel, Audrey Nelson, Sue Miller, Stella Pagonis.

Others Present: none.

Confirmation of meeting notice- yes.

Public Comment- none.

Board introductions- introductions by board members.

Election of ADRC Board Chair and Vice Chair- Sue Miller moves to nominate Stella Pagonis as chair. No other nominations. Sue moves to close nomination and cast vote. All in favor, none opposed. Stella Pagonis named as Chair. Stella nominates Sue as Vice Chair. No other nominations. All in favor, none opposed. Sue Miller named as Vice Chair.

Review April 11, 2022, ADRC Board Minutes. Stella- Clarification of “repair grant is very busy” from page two Linda clarifies statement, discussion about special projects and the vehicle repair grant. Audrey is not listed as present but was present. Sue- grammatical corrections from advocacy paragraph, who is the payer not whom, maybe should be phrased as “may be”. Stella asks for vote, all in favor. Minutes adopted as presented with suggested changes.

Director Report-

- Overview of ADRC Services handout #2 -discussion about services, resources, and programs that ADRC provides. Discussion about marketing and outreach.
- Personnel Updates- fully staffed. Discussion about number of FTEs.
- COVID Operations Updates- updating new board members on our requirements for COVID operation, masking when meeting with consumers.
- Hwy-MOW facility updates- new highway facility will include the MOW kitchen. Standing agenda item. Out 52 weeks for equipment for heating. Went with a different vendor who is out 30 weeks. Target was end of December 2022. Discussion about the current lease at the MOW kitchen. Have a clause to get out of lease with a move to a 6-month notice.
- Dates/time of future meeting- discussion- Move to 3rd Monday of each month at 4:00.

Selection of ADRC Board Citizen member discussion-Action Handout #2- Four different individuals applied to be Citizen Members, one position open. Heather moves to support Jean Doty for citizen member. Vote- all in favor. None opposed.

Advocacy/advisory committee updates- Audrey- Wisconsin LTC Council- advise DHS secretary. Meeting tomorrow. State Health Improvement Plan, state assessment. Brain Injury Alliance - conference coming up, May 25th and 26th, virtual. Audrey will send to group.
Linda- Chippewa Valley Advocacy training in September, part of aging plan. Joint effort with Chippewa County, learn about local issues for seniors. Will be in the newsletter in June, Linda will send to group. Discussion about how to get newsletter to Dan in Word.

Upcoming events- Handout #4. Discussion about handout, will keep.

Future agenda items- orientation for board members, education from staff. Employment for disabled people, confidentiality, and conflict of interest training for board members.

Stella adjourned meeting at 4:44pm.

Next meeting date June 20th at 4:00pm

Respectfully Submitted,

Brianna Werner

Aging & Disability Resource Center Board

ADRC

SELECTED PERFORMANCE MEASURES-OUTPUTS	
Information & Assistance contacts	4,836
Options Counseling Referrals	495
Elder Benefit Referrals	194
Disability Benefit Referrals	116
Meals on Wheels delivered	23,236
Total Number of participants in Prevention & Health Promotion Classes	121
Total number of paratransit rides	2,681
SUMMARY OF CURRENT ACTIVITIES	
<ul style="list-style-type: none"> • Adaptation of program operations to accommodate COVID-19 <ul style="list-style-type: none"> ◦ Combination of face to face and virtual events/appointments • Recruitment activities for Resource Specialist 11 position • Training of new Options Counselor • March for Meals Campaign • Management was trained on Trauma Informed Care in the workplace • Office reorganization and permanent telecommuting planning 	
ISSUES ON THE HORIZON AND SIGNIFICANT TRENDS	
<ol style="list-style-type: none"> 1. The populations of those age 60+ continues to increase at a rapid rate as the baby boomers grow older. All communities throughout the United States are experiencing this to some degree and Eau Claire County is no exception. It is anticipated that the percentage of adults 60+ in Eau Claire County will continue to grow. From 2010 to 2020, Eau Claire County had an increase of 26% and from 2020 to 2040, we are projecting to have an additional 18% increase in this population. 2. Due to population increase in older adults, service demand for our programs continues to increase significantly, however the funding has remained still. We continue to explore ways to modify how we provide these services to keep up with the rising demand. 3. Combating loneliness as well as reaching people with technology innovation. 4. The population boom and the pandemic has put a strain on all resources for seniors and people living with a disability, such as low-income housing, nursing home beds, caregiver support, etc. 	
CURRENT COLLABORATIONS (INTERNAL AND EXTERNAL)	
<ul style="list-style-type: none"> • Health Department • Quarterly mtgs with Family Care, IRIS agencies and Department of Human Services • Mayo (Resident Physicians), Prevea, and UW Family Medicine Clinics Health Professionals • City of Eau Claire Transportation Collaboration • Statewide Mtgs with Dept of Health Services • GWAAR • Augusta and Eau Claire Senior Centers • Chippewa County (Prevention - Meals on Wheels) 	

- Housing Coalition
- Healthwatch Coalition
- Hunger Coalition
- Dementia Coalition
- UWEC DNP students
- EOC Community Health Equity Workgroup
- Lutheran Social Services Gaining Grounds
- Hwy Dept-Kitchen Facilities
- Phone Tree-Social Isolation project

GOALS FOR NEXT QUARTER

1. Fill and train Resource Specialist 11 vacancy
2. Train new Options Counselor

Eau Claire County - ADRC Fund

Quarterly Department Report - Summary

For Period Ending: Q1, 2022

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Date Ran: 5/11/22

43 - ADRC

Fund	Revenue:	Orig Budget 2022	Adj Budget 2022	Q1 2022	Q2 2022	Q3 2022	Q4 2022	YTD 2022	% of Budget
215	01-Tax Levy	172,370	172,370	43,093	0	0	0	43,093	25.00%
	04-Intergovernment Grants and Aid	1,807,579	1,807,579	0	0	0	0	0	0.00%
	06-Public Charges for Services	11,000	11,000	2,996	0	0	0	2,996	27.24%
	09-Other Revenue	2,000	2,000	25	0	0	0	25	1.25%
Total Revenue - ADRC		\$1,992,949	\$1,992,949	\$46,114	\$0	\$0	\$0	\$46,114	2.31%

Fund	Expenditures:	Orig Budget 2022	Adj Budget 2022	Q1 2022	Q2 2022	Q3 2022	Q4 2022	YTD 2022	% of Budget
215	01-Regular Wages	-1,252,220	-1,252,220	-229,488	0	0	0	-229,488	18.33%
	02-OT Wages	0	0	-56	0	0	0	-56	0.00%
	03-Payroll Benefits	-543,418	-543,418	-110,947	0	0	0	-110,947	20.42%
	04-Contracted Services	-64,443	-64,443	-4,686	0	0	0	-4,686	7.27%
	05-Supplies & Expenses	-79,048	-79,048	-5,377	0	0	0	-5,377	6.80%
	07-Fixed Charges	-41,312	-41,312	-11,165	0	0	0	-11,165	27.03%
	09-Equipment	-12,508	-12,508	-4,244	0	0	0	-4,244	33.93%
Total Expense - ADRC		-\$1,992,949	-\$1,992,949	-\$365,964	\$0	\$0	\$0	-\$365,964	18.36%

Net Surplus/(-Deficit) - ADRC	\$0	\$0	-\$319,850	\$0	\$0	\$0	-\$319,850
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Eau Claire County - ADRC Fund
Quarterly Department Report - Summary

For Period Ending: Q1, 2022

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Date Ran: 5/11/22

44 - Nutrition

Fund	Revenue:	Orig Budget 2022	Adj Budget 2022	Q1 2022	Q2 2022	Q3 2022	Q4 2022	YTD 2022	% of Budget
215	04-Intergovernment Grants and Aid	361,412	361,412	0	0	0	0	0	0.00%
	06-Public Charges for Services	209,100	209,100	27,872	0	0	0	27,872	13.33%
	09-Other Revenue	254,000	254,000	65,216	0	0	0	65,216	25.68%
Total Revenue - Nutrition		\$824,512	\$824,512	\$93,089	\$0	\$0	\$0	\$93,089	11.29%

Fund	Expenditures:	Orig Budget 2022	Adj Budget 2022	Q1 2022	Q2 2022	Q3 2022	Q4 2022	YTD 2022	% of Budget
215	01-Regular Wages	-334,118	-334,118	-61,411	0	0	0	-61,411	18.38%
	02-OT Wages	0	0	-249	0	0	0	-249	0.00%
	03-Payroll Benefits	-61,704	-61,704	-11,855	0	0	0	-11,855	19.21%
	04-Contracted Services	-12,370	-12,370	-885	0	0	0	-885	7.15%
	05-Supplies & Expenses	-371,220	-371,220	-109,510	0	0	0	-109,510	29.50%
	07-Fixed Charges	-39,600	-39,600	-13,200	0	0	0	-13,200	33.33%
	09-Equipment	-5,500	-5,500	0	0	0	0	0	0.00%
Total Expense - Nutrition		-\$824,512	-\$824,512	-\$197,110	\$0	\$0	\$0	-\$197,110	23.91%

Net Surplus/(-Deficit) - Nutrition		\$0	\$0	-\$104,021	\$0	\$0	\$0	-\$104,021
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Eau Claire County - ADRC Fund
Quarterly Department Report - Summary

For Period Ending: Q1, 2022

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Date Ran: 5/11/22

46 - Transportation

Fund	Revenue:	Orig Budget 2022	Adj Budget 2022	Q1 2022	Q2 2022	Q3 2022	Q4 2022	YTD 2022	% of Budget
215	01-Tax Levy	54,031	54,031	13,508	0	0	0	13,508	25.00%
	04-Intergovernment Grants and Aid	270,153	270,153	275,566	0	0	0	275,566	102.00%
Total Revenue - Transportation		\$324,184	\$324,184	\$289,074	\$0	\$0	\$0	\$289,074	89.17%

Fund	Expenditures:	Orig Budget 2022	Adj Budget 2022	Q1 2022	Q2 2022	Q3 2022	Q4 2022	YTD 2022	% of Budget
215	01-Regular Wages	-27,157	-27,157	-5,402	0	0	0	-5,402	19.89%
	02-OT Wages	0	0	0	0	0	0	0	0.00%
	03-Payroll Benefits	-3,271	-3,271	-624	0	0	0	-624	19.07%
	04-Contracted Services	-264,256	-264,256	-8,235	0	0	0	-8,235	3.12%
	05-Supplies & Expenses	-9,700	-9,700	-1,073	0	0	0	-1,073	11.06%
	07-Fixed Charges	-19,800	-19,800	-6,600	0	0	0	-6,600	33.33%
	10-Other	0	0	-45,458	0	0	0	-45,458	0.00%
Total Expense - Transportation		-\$324,184	-\$324,184	-\$67,392	\$0	\$0	\$0	-\$67,392	20.79%

Net Surplus/(-Deficit) - Transportation	\$0	\$0	\$221,682	\$0	\$0	\$0	\$221,682
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Eau Claire County - ADRC Fund

Quarterly Department Report - Summary

For Period Ending: Q1, 2022

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Date Ran: 5/11/22

Total ADRC Fund

Dept	Revenue:	Orig Budget 2022	Adj Budget 2022	Q1 2022	Q2 2022	Q3 2022	Q4 2022	YTD 2022	% of Budget
43	ADRC	1,992,949	1,992,949	46,114	0	0	0	46,114	2.31%
44	Nutrition	824,512	824,512	93,089	0	0	0	93,089	11.29%
46	Transportation	324,184	324,184	289,074	0	0	0	289,074	89.17%
Total Revenue: ADRC Fund		\$3,141,645	\$3,141,645	\$428,277	\$0	\$0	\$0	\$428,277	13.63%

Dept	Expenditures:	Orig Budget 2022	Adj Budget 2022	Q1 2022	Q2 2022	Q3 2022	Q4 2022	YTD 2022	% of Budget
43	ADRC	-1,992,949	-1,992,949	-365,964	0	0	0	-365,964	18.36%
44	Nutrition	-824,512	-824,512	-197,110	0	0	0	-197,110	23.91%
46	Transportation	-324,184	-324,184	-67,392	0	0	0	-67,392	20.79%
Total Expenditures: ADRC Fund		-\$3,141,645	-\$3,141,645	-\$630,465	\$0	\$0	\$0	-\$630,465	20.07%

Dept	Net:	Orig Budget 2022	Adj Budget 2022	Q1 2022	Q2 2022	Q3 2022	Q4 2022	YTD 2022
43	ADRC	0	0	-319,850	0	0	0	-319,850
44	Nutrition	0	0	-104,021	0	0	0	-104,021
46	Transportation	0	0	221,682	0	0	0	221,682
Net Surplus/-Deficit: ADRC Fund		\$0	\$0	-\$202,189	\$0	\$0	\$0	-\$202,189

FACT SHEET
TO FILE NO. 22-23/018

ADRC Request

Aging & Disability Resource Center is requesting to abolish 1.5 Administrative Associate IV FTE positions and replace with 1.5 Resource Specialists FTE positions.

Background and Facts:

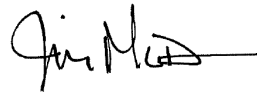
Due to increased workload and staffing changes, additional job responsibilities have been added to the Administrative Associate IV position. Management updated the job description for the Resource Specialist position and proposed the position be sent to Dr. McGrath for a rating review. Dr. McGrath supported a rating increase/title change from Pay Grade E to Pay Grade G.

Fiscal Impact: The annual fiscal impact is \$2992.

Respectfully Submitted,



Linda Struck
ADRC Director



Jessica Rubin
HR Director

2
3 ABOLISHING THE 1.5 ADMINISTRATIVE ASSISTANT IV POSTIONS IN THE AGING
4 AND DISABILITY RESORUCE CENTER (ADRC) AND CREATING 1.5 RESOURCE
5 SPECIALIST POSITIONS
6

7 WHEREAS, within the Aging and Disability Resource Center (ADRC), the position
8 of Administrative Assistant IV is held by 1.5 employees. Due to increased workload and
9 staffing changes, additional job duties and responsibilities have been added to the Administrative
10 Assistant IV position; and
11

12 WHEREAS, the position of Resource Specialist exists in ADRC and management is
13 proposing to revise the Resource Specialist position, eliminate the Administrative Assistant IV
14 position, and transition 1.5 employees into the revised Resource Specialist position; and
15

16 WHEREAS, after a review of the duties and responsibilities of the revised Resource
17 Specialist position by Dr. McGrath, the recommendation was supported to establish the pay
18 grade of "E" for the revised Resource Specialist position.
19

20 NOW, THEREFORE BE IT RESOLVED that the Eau Claire County Board of
21 Supervisors eliminates 1.5 FTE positions as Administrative Assistant IV within the ADRC and
22 replaces with 1.5 FTE positions as Resource Specialist within ADRC at pay grade "E".
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45 ADRC Board

Human Resources Committee

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48 Dated this ____ day of _____ 2022.

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50 JB/yk

June 2022 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. Grab and Go only
- Augusta Senior & Community Center, 616 W Washington St, Augusta, Monday through Friday, 11:30am.
- Fairchild Community Center, 121 Farmer Street, Fairchild, every Wednesday, 12:00pm.

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

- LE Phillips Senior Center, 1616 Bellinger St, Eau Claire, April 12, and April 26, 5:00pm.

Dementia Support (virtual, or in person):

Early-Stage Memory Loss Support Group (in person)

Wednesday, June 29, 1:30–3:00pm. Lake Street Methodist Church, 337 Lake St Eau Claire. To register contact Lisa @ lisa.wells@co.eau-claire.wi.us

Coffee Group for Men (in person)

Wednesdays, June 1 and June 15, 11:00am. Peace Lutheran Church, 501 E Fillmore, Eau Claire. To register contact Bob at 414-378-2114 or beevee6610@gmail.com.

Memory Café (in person)

Tuesday, June 14, 10:00-11:30am. Chippewa Valley Museum 1204 ½ Moon, Eau Claire. To register contact Lisa @ lisa.wells@co.eau-claire.wi.us

Lewy Body Dementia Support Group (in person)

Wednesday, May 11, 6:00pm-8:00pm. Porter Place, 914 Porter Ave, Eau Claire. To register contact Janelle at romatowskij@comcast.net or Amy at 715-379-3148 or amy@modularmarketingsystems.com

Fortune Cookies Memory Loss Play

Tuesday, June 14th, 5:00-7:30, Jacobs Well Church 3211 N 50th Ave Chippewa Falls Wi. Register at www.adrcevents.org or call the ADRC 715-839-4735.

Better Brain Fridays (virtual)

Fridays, June 3 and June 17, 10:00-11:30, virtual meeting. Register at www.adrcevents.org or call the ADRC 715-839-4735.

Additional Programming

Medicare & You (in person)

Wednesday, June 8 at 10:00, and Friday, May 14 at 1:00pm in person, at 721 Oxford Ave Eau Claire. Register at www.adrcevents.org or call the ADRC 715-839-4735.

Eau Claire Caregiver Café (in person)

First Tuesday of the month June 7, 9-10:30am. French Press 2922 2823 London Rd Eau Claire. Register at www.adrcevents.org or call the ADRC, 715-839-4735.

Strong Bodies

Mondays and Wednesdays, April 4- June 13, 8:30-9:30, or 11:15-12:15, or 4:30-5:30 or 5:00-6:00. Tuesdays and Thursdays April 5-June 9, 8:30-9:30. Virtual or in person options. Register at www.adrcevents.org or call the ADRC, 715-839-4735

Healthy Living with Diabetes

Thursdays, April 21- May 26 and June 2, 10:00am-12:30pm. Eau Claire County Courthouse, 721 Oxford Ave. Register at www.adrcevents.org or call the ADRC, 715-839-4735