

## AGENDA

Eau Claire County  
Aging & Disability Resource Center Board  
Monday, June 19, 2023, at 4:00 pm  
721 Oxford Ave  
Room 1301/1302  
Eau Claire WI, 54703

Those wishing to make public comments must submit their name and address no later than 30 minutes prior to the meeting to [karen.hauck@eauclairecounty.gov](mailto:karen.hauck@eauclairecounty.gov). 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 [karen.hauck@eauclairecounty.gov](mailto:karen.hauck@eauclairecounty.gov)

Join from meeting link:

<https://eauclairecounty.webex.com/eauclairecounty/j.php?MTID=m1f9bdd24d6b272ac4b7a9f1bb9b0b423>

Join from meeting number:

Access Code: 2594 179 0097 Meeting Password: hP8rb5drYr4

Join from phone:

1-415-655-0001 US Toll, Access Code: 2594 179 0097

*A majority of the county board may be in attendance at this meeting, however, only members of the committee may take action on an agenda item.*

1. Welcome & Call to Order
2. Confirmation of Meeting Notice
3. Board Introductions
4. Public Comment
5. Review of May 22<sup>nd</sup>, 2023, ADRC Board Minutes / Discussion – Action Handout #1
6. Education on ADRC's Resource Center and Long Term Care Options Counseling
7. ARPA Funding 2022-2023 Handout #2
8. Draft Resolution Discussion-Action Handout #3
9. Nutrition Updates
10. Advocacy/Unmet Needs
11. Future Agenda Items
12. Adjourn

Prepared by Karen Hauck

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 22, 2023, 4:00 pm  
Room 1301/1302

Chair Stella Pagonis called the meeting to order at 4:02 p.m.

Roll Call/Members Present: Amanda Babb, Heather Deluka, Stella Pagonis, Jean Doty, Sue Miller, Ron Hon, Sandra Romey, Bill Libberton, Tami Schraufnagel

Others Present: Linda Struck, Karen Hauck, Brianna Werner, Kelli Weiss

Confirmation of meeting notice- yes

Public Comment- none

Amanda Babb joined by Webex.

Appointment of Board Clerk Discussion – Action

Stella moves to approve Karen Hauck as board clerk, Sue motions to accept appointment. All in favor. Opposed, none.

Review April 17, 2023, ADRC Board Minutes- Action Handout # 1-

Stella moves to approve minutes with edit of adding beach wheelchair location Coon Forks and remove Beaver Creek, Ron motions to approve will edits. All in favor. Opposed, none.

Budget Review 2023 – Handout #2 -

Discussion about budget history, funding streams, expenses, and contractual agreements to prepare for budget sessions upcoming for 2024. ADRC has three components: ADRC, nutrition, and transportation. Discussion about the additional expenses during the delay in moving to the new county MOW (Meals on Wheels) kitchen, including rent for March, April, May, June, and July. Stella will work with Kelli to put forward a resolution to have the Nutrition fund reimbursed during the overrun time. Resolution will be presented as a future agenda item.

Budget Discussion 2024 – Handout #3 -

In 2023 the ADRC tax levy is 7% of the total budget for the county. Last year nutrition used tax levy; this year, 2023, they didn't need to use tax levy because of ARPA (American Rescue Plan Act) funding. We are projecting that in 2024, additional levy funds will be needed. Most of the funding for the ADRC comes from grants and federal aid through the Older American Act (requires GWAAR/DHS) and ACL (Administration of Community Living-federal) to oversee.

Stella asks to define public charges and services; Kelli explains that happens when charging payments to managed care organizations or private pay for meals. Other revenue is donations – voluntary contributions. Transportation does not receive donations.

Linda explained that the following staff fall under the ADRC Grant- Resource Specialist 11's (Information and Assistance), Option Counselors, Disability Benefit Specialist, Elder Benefit Specialist, Prevention Coordinator, Dementia Care Specialist.

Other revenue in ADRC is rental equipment from the loan closet. The difference in revenue from past years is the ADRC is no longer receiving a refund from LPI for the newsletter. There is still a push to increase funding to ADRC's at the state.

Contractual services include Caregiver grant programs, and short-term services through a grant program.

Discussion about the letter from the county administrator with budget guidelines.

Management, full-time nutrition staff, and front desk staff are the only staff not required to submit Time Reporting – at 15minute increments which can be billed to Medical Assistance.

The population of those who are over 60 years of age in the county is not growing as fast as some northern counties, however it is projected that Eau Claire will still have growth through 2040.

There is not a separate fund balance for Nutrition. Transportation does have its own fund balance. Transportation, Nutrition, ADRC (outreach office) are all part of the rent for MOW site in Fall Creek and half of the occupancy fees come from Nutrition.

Question of the total amount of ARPA funding received for 2022 and projection for 2023. ADRC staff will bring those amounts to June's meeting.

Contractual services in Nutrition budget comes from the \$7,500 to Augusta Senior Center for the congregate dining. Discussion about the number of people who dine at the August Senior Center is less than it had been in the past.

Additional marketing for the 85.21 statue -Transportation program was discussed. Other contractual services are Abby Vans. The ADRC doesn't provide money for the Eau Claire City bus passes. Paratransit is available if someone is unable to ride the city bus. Co-pays are currently waived for the Paratransit program and question if the co-pay should be permanently waived was asked.

The budget information needed to prepare for the 2024 budget should be available in the next month or so from the Finance Department. The new employee compensation structure could affect the budget moving forward.

Nutrition Updates –

Linda Struck updated that the County Highway building meeting will take place on Thursday 5/25/23 on a potential move in date. The county is going to be installing used electrical panels to be used until the new panels arrive. Could be moving as early as June 12<sup>th</sup>. Plans are being formed on how to handle meal delivery if the kitchen is closed during normal meal serving days. A part-time cook has left, and there is a new part-time applicant waiting to be finalized.

Betsy is working with a group through the community foundation, and their focus is keeping pets with their owners by helping to pay for the pet food. Meals on Wheels will work on providing delivery of pet food for those who need it monthly for their pets. This program is possibly going to start in July.

Advocacy/Advisory committee updates-

Jean Doty attended Aging Advocacy Day in Madison – about 200 participants across the state attended. Jean stated that the participants spoke to the staff of the representatives for the Eau Claire County area. She said the staff were very responsive and knowledgeable about the ADRC. The group advocated that ADRC's need to have equal funding across the state.

Future agenda items-

Document on ARPA funding spent in 2022 and 2023.

Resolution for reimbursement for the additional expense on renting the Fall Creek space.

Discussion on having the D in ARDC be a bigger part of the ADRC.

Stella adjourned the meeting at 5:27 p.m.

Next meeting date, June 19, 2023, at 4:00 p.m.

Respectfully submitted,

Karen Hauck

Aging & Disability Resource Center Board

<b>ARPA</b>	<b>Spent 2022</b>	<b>Available 2023</b>
IIIB	3,439	103,799
IIIC1	56,556	580
IIIC2	112,524	41,774
IIID	-	9,444
IIIE	-	34,698
	<b>\$ 172,519</b>	<b>\$ 190,295</b>

Enrolled No.

RESOLUTION

File No. 23-24/ \_\_\_\_

AUTHORIZING A TRANSFER FROM THE 2023 CONTINGENCY FUND IN THE AMOUNT OF \$33,500 TO REIMBURSE THE AGING AND DISABILITY RESOURCE CENTER FOR THE UNBUDGETED RENT REQUIRED TO CONTINUE IN THE FALL CREEK KITCHEN PENDING THE MOVE INTO THE NEW KITCHEN.

WHEREAS, the nutrition program for the Aging and Disability Resource Center (ADRC) anticipated moving into the new kitchen facility in January 2023;

WHEREAS, the ADRC budgeted for rent and internet services in the Fall Creek kitchen for January and February of 2023 in the amount of \$6,700 per month;

WHEREAS, due to the delay in the completion of the new Highway/ADRC kitchen facility, the ADRC was required to maintain a month-to-month lease with the Fall Creek facility for an additional \$6,700 per month for the months of March, April, May, June, and July for a total of \$33,500;

WHEREAS, the ADRC has paid the rent each month from the department's nutrition and transportation allocations;

WHEREAS, the expectation for the 2024 budget is that to fulfill the obligation for Meals on Wheels and congregate meals the ADRC will require both fund balance and additional county levy;

WHEREAS, the recommended donation per meal has increased in 2023 to \$5 per meal for Meals on Wheels and \$6 for congregate meals;

WHEREAS, in 2022, the ADRC served over 96,000 Meals on Wheels to county residents as well as more than 5000 congregate meals at senior centers;

NOW THEREFORE BE IT RESOLVED by the Eau Claire County Board of Supervisors that the Aging and Disability Resource Center shall be reimbursed in the amount of \$33,500 from the county contingency fund.

## FACT SHEET

Nutrition programs are required by both state and federal statutes. The Eau Claire County Aging and Disability Resource Center has well utilized nutrition programs, with both home delivered meals and congregate meals. The majority of the funding for the nutrition program comes from the federal Older Americans Act grant. Recipients of meals make donations, which is a second source of revenue. In 2022 and 2023, American Rescue Plan Act funds were used to supplement the nutrition program, and no county tax levy was used.

In 2022, more than 96,000 meals were delivered to home-bound individuals in Eau Claire County, by more than 160 volunteer drivers. An additional 5,000 congregate meals were served. There are four congregate meal sites.

Currently a commercial kitchen in Fall Creek is used to make, package, and distribute the meals. The cost to rent the facility is \$6,600 per month. An additional \$100 is needed to have internet access.

The county board made a decision to include a commercial kitchen for the ADRC nutrition program in the new highway facility. The expectation was that the kitchen could move from the Fall Creek facility to the new highway facility in January 2023. The ADRC budgeted two months of rent and internet in the 2023 budget to cover January and February.

Due to the delays in completing the facility, the ADRC has had to pay rent to the Fall Creek facility pending the move. The non-budgeted amount is \$33,500 (\$6,700 for five months). The non-budgeted amount came from the department's grant allocation which potentially will be from the fund balance.

Now that the move is complete the ADRC seeks reimbursement from the county contingency fund to replenish the fund balance. Due to the increase in the cost of food, there is concern that the OAA funding and donations will not be sufficient. The cost per meal in 2019 was under \$3 per meal. Currently the cost per meal exceeds \$4 per meal. The recommended donation request has increased commensurately.

For these reasons, the ADRC requests respectfully to be reimbursed in the amount of \$33,500 from the county contingency fund.