AGING & DISABILITY RESOURCE CENTER (ADRC) BOARD

Public Agency Center (PAC) June 24, 2010
West Bend, WI 1:00 p.m.

PRESENT: Daniel Goetz, Bette Koch, Lori Luetschwager, Alan Peters, Joan Russell, and Sandy Zopf. Excused: Melvin Ewert. Absent: William Meyers.

Also Present: ADRC Director Linda Olson, ADRC Supervisor Janel Hetzel, and County Clerk Administrative Assistant Linda Doro.

Chairperson Russell called the meeting to order at 1:00 p.m. and read the Affidavit of Posting.

MINUTES

Moved by Ms. Koch, seconded by Ms. Zopf to approve the June 24, 2010, minutes as presented. Motion carried.

LOCATION AND PHYSICAL PLANT SURVEY

Pam Groeschl, State Department Health Services Regional ADRC Quality Specialist

Ms. Groeschl presented the location and physical plant survey that the State is requesting all governing boards of ADRCs to complete. The purpose of the survey is to identify what is and is not working in the ADRC in regard to the location and physical plant. Ms. Groeschl reported the State is requesting the survey be completed and returned within four to six weeks. The State will develop a report and share the results with the ADRCs. The Board discussed how it would proceed with completing the survey. Ms. Olson stated she would like the whole Board involved with completing the survey. The Board will meet on Thursday, July 15, 2010, at 10:30 a.m. for a walk through to evaluate the PAC and ADRC and meet after for discussion and consolidation of the survey.

Ms. Olson reported the ADRC will be participating in a quality improvement project, which will involve interviews with the staff and persons who receive services from the ADRC.

ADRC REPORT

Ms. Olson presented a proposal to add a limited term position to the ADRC staffing plan effective August 2010. This position will be a Resource Specialist-Aging and classified at the E-2 level for a total cost of $13,138 per year. This employee would assist with the open enrollment for Medicare Part D, Homestead Tax Credit assistance, Senior Farmers Market Voucher distribution, as well as Elder Welfare checks and follow-up required for cases. Ms. Olson will bring this proposal to the next meeting for formal action.

DESIGNATION OF FUTURE MEETING DATES

The next meetings of the Aging & Disability Resource Center Board will tentatively be held on Thursday, July 15, 2010, at 10:30 a.m., Thursday, July 29, 2010, at 10:00 a.m., Monday, August 16, 2010, at 1:00 p.m., and Thursday, September 23, 2010, at 1:00 p.m.

ADJOURNMENT

Moved by Mr. Peters, seconded by Ms. Luetschwager to adjourn the meeting at 1:55 p.m. Motion carried.

Brenda J. Jaszewski, County Clerk