

June 8, 2023

**AGING AND DISABILITY RESOURCE CENTER OF
DOUGLAS COUNTY - ADVISORY COMMITTEE**

Wednesday, June 14, 2023, 4:15 p.m.

Government Center, Boardroom 201

1316 North 14th Street, Superior, Wisconsin

OR JOIN BY

PHONE: (US) +1 662-532-9004 PIN: 597 546 497#

OR VIDEO: <https://meet.google.com/jzm-imaf-svy>

Please call Erika Johnson (715-395-7532) or the County Clerk's Office (715-395-1569) if you are unable to attend.

MEMBERS: Shawna Anderson, Chair Carol Jones, Vice Chair
 Rosemary Lear Tom Karas Char Kastern

AGENDA

Virtual attendance available to public; committee members must attend in-person to constitute a quorum and/or vote. Committee to maintain a two-hour meeting limit *or* take action to continue meeting beyond that time. All action items include attachments unless noted.

- 1. ROLL CALL**
- 2. APPROVAL OF MINUTES**
 - a. March 8, 2023*
- 3. INTRODUCTION OF NEW STAFF**
- 4. INFORMATIONAL ITEMS**
 - a. Program update*
 - b. Conflict of Interest policy
 - c. Budgets*
- 5. FUTURE AGENDA ITEMS**
- 6. ADJOURNMENT**

*Attachment included

cc: Kaci Lundgren Ann Doucette Shelley Nelson (Telegram) County Board Supervisors
 Anna Carlson Erika Johnson Douglas County Website

NOTE: Attachments to agenda are available in County Clerk's Office for review or copying. Action may be taken on any item listed on the agenda. The County of Douglas complies with the Americans with Disabilities Act of 1990. If you are in need of any accommodation to participate in the public meeting process, please contact the Douglas County Clerk's Office at (715) 395-1341 by 4:00 p.m. on the day prior to the scheduled meeting. Douglas County will attempt to accommodate any request, depending on the amount of notice we received.

Posted: Courthouse, Government Center, Superior Telegram, Superior Public Library

Alexis Klasen
Name

6-8-23
Date

AGING AND DISABILITY RESOURCE CENTER OF DOUGLAS COUNTY
ADVISORY COMMITTEE
Wednesday, March 8, 2023, 4:15 p.m.
Government Center, Boardroom 201
1316 North 14th Street, Superior, Wisconsin

Meeting called to order by Chair Shawna Anderson.

1. ROLL CALL

Present – Shawna Anderson, Carol Jones, Rosemary Lear (remote), Char Kastern, Tom Karas.
Others Present – Erika Johnson, Lexi Scanlon, Committee Clerk.

2. APPROVAL OF MINUTES

Motion by Jones, second Karas, to approve minutes from the September 14, 2022, meeting. Motion carried.

3. ACTION ITEM

- a. Officer Election:** Annual officer election.

ACTION: Motion by Jones, second Kastern, to nominate and elect Anderson as Chair and cast unanimous ballot. Motion carried.

ACTION: Motion by Anderson, second Kastern, to nominate and elect Jones as Vice Chair and cast unanimous ballot. Motion carried.

ACTION: Motion by Kastern, second Karas to approve officer election.

4. INFORMATIONAL ITEMS

- a. Program Update:** Included in agenda.

- b. Conflict of Interest policy:** Policy shared with agenda and reviewed. Signatures not needed by committee members.

- c. 2023 Scope of Services:** Services offered stay the same. Clarification of written language to be provided.

- d. Budget:** 2022 year-end budget not finalized, projected to be under budget. 2023 budget on track.

5. FUTURE AGENDA ITEMS

2023 Scope of Services, introduction of new staff, program updates, confirm updates on conflict of interest policy, membership, marketing summary for 2022, projected marketing and future events.

6. ADJOURNMENT

Motion by Jones, second Kastern, to adjourn. Motion carried. Meeting adjourned at 4:38 p.m.

Submitted by,

Lexi Scanlon, Committee Clerk

Health and Human Services
ADRC
June 2023

Activity	Program/ Service	Brief Description	Contact Person	Attachment
Health Fairs/Community Events/Speaking Engagements	ADRC	March & April – Brain Health Book Club @ Superior Library March – May – Boost Your Brain and Memory Workshop @ Superior Library April – May – Planning Ahead Workshop @ United Presbyterian Church 3/28/23 & 3/29/23 – Dementia Friendly Business Training with Douglas County Sheriff’s Dept. Older Americans Month & Memory Screen Clinic – 5/10/23 Dementia Live & Education Event – Superior Library staff 5/23/23	Erika Johnson 715-395-7532 Erika.johnson@douglascountywi.org	No
Outreach/Marketing	ADRC	March/April & May/June Senior Connections Newsletter Ad – ADRC services February/March & April/May – Senior Reporter Ad, Normal Aging vs. Dementia February/March – Superior Telegram, Normal Aging vs. Dementia April/May – Superior Telegram, Alzheimer’s Family Caregiver Support Program Facebook Posts	Erika Johnson 715-395-7532 Erika.johnson@douglascountywi.org	No

Health and Human Services
ADRC
June 2023

Initiatives	ADRC	Douglas County Community on Transition (CCOT)- Community Conversations event 5/3/23 Caregiver Coalition – Caregiver Conference 5/11/23 @ Northwood Tech.		

2022 Annual Expenditure Report - Expense Summary

Instructions: This tab will automatically calculate for your review. Entry on this page is not needed and therefore, the page is locked.

	Funding Source						Total	
	ADRC Base Grant (GPR)	Nursing Home Transition (GPR)	Dementia Care Specialist (GPR)	MA Match (FED)	County Levy/Local Funding	ADRC CARES Funding (FED)		Other Funding
Personnel	\$155,800	\$0	\$10,759	\$316,085	\$0	\$0	\$0	\$482,644
Subcontract(s)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Direct	\$20,927	\$0	\$1,580	\$16,976	\$0	\$0	\$0	\$39,483
Indirect	\$16,073	\$0	\$1,213	\$13,039	\$0	\$0	\$0	\$30,325
AMSO	\$51,357	\$0	\$3,876	\$41,667	\$34,321	\$0	\$0	\$131,221
Total	\$244,157	\$0	\$17,428	\$387,767	\$34,321	\$0	\$0	\$683,673

ADRC Report 2023

Date: June 2023

Submitted by: Erika Johnson, ADRC Director

Years 2022-2023	Jan 22/23	Feb 22/23	Mar 22/23	Apr 22/23	May 22/23	June 22/23	July 22/23	Aug 22/23	Sep 22/23	Oct 22/23	Nov 22/23	Dec 22/23
Referrals by Type												
Long Term Care Functional Screen	21/13	9/16	14/9	17/10	10/23	16/	17	22	8	10	15	15
Number of Clients Served	Jan 22/23	Feb 22/23	Mar 22/23	Apr 22/23	May 22/23	June 22/23	July 22/23	Aug 22/23	Sep 22/23	Oct 22/23	Nov 22/23	Dec 22/23
Elderly Benefit Specialist (EBS) (new cases) Total Cases Open	32/53 3	19/x x	17x x	28/x x	20	28	36	52	57	71	57	54
Disability Benefit Specialist (new cases) Total Cases Open	7/8 37/36	3/3 39/35	3/6 37/39	2/6 38/40	4/8 33/45	5 39	6 39	2 39	5 42	2 42	1 40	3 39
Total Number of ADRC Contacts*	452/ 485	411/ 496	476/ 464	396/ 296	422/ 348	423	400	469	497	465	440	404
Memory Screens	2/1	1/0	0/1	0/0	7/2	1	0	0	0	1	1	2
Number Served in Long Term Care Programs	Jan 22/23	Feb 22/23	Mar 22/23	Apr 22/23	May 22/23	June 22/23	July 22/23	Aug 22/23	Sep 22/23	Oct 22/23	Nov 22/23	Dec 22/23
Family Care Enrollments	9/10	8/9	7/9	5/5	5/7	7	9	6	4	8	6	6
Family Care Disenrollments	2/4	0/0	1/6	1/0	1/2	3	2	1	2	1	0	0
IRIS Enrollments	0/1	0/1	1/2	2/8	0/1	3	2	1	0	4	3	0
IRIS Disenrollments	0/3	0/0	0/0	0/0	0/1	1	2	0	0	1	1	2
Nursing Home Relocations	0/0	0/0	0/0	1/0	1/0	0	0	1	0	0	0	x
ADRC Formal Complaints	0/0	0/1	0/0	0/0	0/1	0	0	0	0	0	0	0

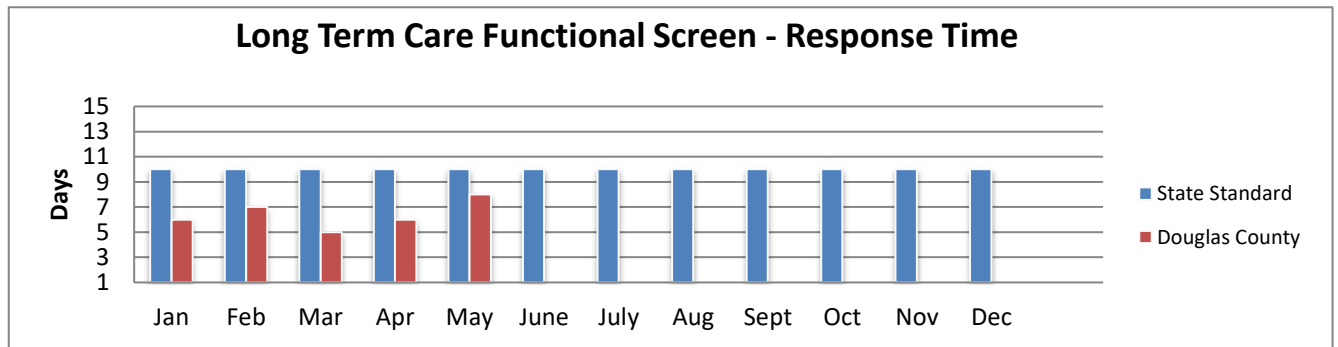
*ADRC workers are required to record all **Contacts**. A contact represents an individual one-to-one interaction (conversation) that has occurred either in person, at a home visit, ADRC walk-in, telephone, email, or written correspondence where information is exchanged. Each interaction is counted as an encounter and will demonstrate one instance of providing any ADRC activity. A Contact records the **ADRC Outcomes**. An **Outcome** is categorized into the following and must be recorded as such for reimbursement purposes: 1) Provided Information and Assistance 2) Provided Follow Up 3) Provided Options Counseling 4) Administered Long Term Care Functional Screen 5) Provided Assistance with Medicaid Application Process 6) Provided Short Term Service Coordination 7) Provided Enrollment Counseling 8) Provided Disenrollment Counseling 9) Memory Screen 10) Behavioral Mental Health Screens 11) Complaints/Advocacy 12) Community Partners 13) Referral for ADRC

Disability Benefit Specialist (DBS) Monetary Impact

- Monetary Impact of Cases Closed:
 - April 2023 - \$50,096 (4 cases closed)
 - May 2023 - \$73,141 (3 cases closed)

Alzheimer’s Family and Caregiver Support Program (AFCSP)

AFCSP	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Total Cases Served	10	8	8	6	8	7	14	13	9	4



Per the ADRC Contract, the ADRC must initiate the functional screen within 10 calendar days of the time the person requests or accepts the offer of a screen.

Douglas County Wisconsin
Department of Health and Human Services
Through April 2023

ADRC	2022 Budget	2022 Actual	2023 Budget	2023 Actual	
Revenues					
Taxes	-	-	-	-	
Intergovernmental Revenues	(525,000)	(649,124)	(577,000)	(218,500)	37.87%
Fines, Forfeits & Penalties	-	-	-	-	
Public Charges for Services	-	-	-	-	
Intergovt. Charges for Services	-	-	-	-	
Interdepartmental Personnel	-	(8,646)	-	(4,847)	
Miscellaneous Revenues	-	(20)	-	-	
Other Financing Sources	-	-	-	-	
Revenues	<u>(525,000)</u>	<u>(657,790)</u>	<u>(577,000)</u>	<u>(223,347)</u>	38.71%
Expenses					
Personnel	441,013	466,084	434,030	153,676	35.41%
Contractual Services	13,750	18,153	17,500	9,966	56.95%
Supplies & Expense	28,310	9,427	28,500	4,092	14.36%
Fixed Charges	30,325	30,325	24,130	8,044	33.34%
Grants & Contributions	-	-	-	-	
Capital Outlay	-	-	-	-	
Department Allocation	146,457	131,220	158,527	39,177	24.71%
Expenses	<u>659,855</u>	<u>655,209</u>	<u>662,687</u>	<u>214,954</u>	32.44%
Net Cost	<u>134,855</u>	<u>(2,581)</u>	<u>85,687</u>	<u>(8,393)</u>	