

Waupaca County Committee on Aging Meeting Minutes  
Tuesday May 29, 2018  
Waupaca County Courthouse  
811 Harding Street  
Room 1068

*This meeting and all other meetings of this committee are open to the public. Proper notice has been given to the press in accordance with Wisconsin statutes so that the citizenry may be aware of the time, place and agenda of this meeting.*

Chairperson Mary Kay Poehlman called the meeting to order at 10:00 a.m. and a quorum was established.

**Members Present:** Mary Kay Poehlman, Jan Lehrer, Bob Appleby, Dona Gabert, and Dawn Brumm.

**Member Absent:** Ray Claussen.

**Others Present:** Leah Klein, Darlene Kramer, Melissa Anderson, Pat Huber, Amy Temby, and community member, Eva Novak of Clintonville.

- I. **Adoption of the agenda:** *A motion was made by Dona Gabert to approve the Agenda and seconded by Bob Appleby that we approve the agenda. Motion carried.*
- II. **Adoption of Minutes from the March 27, 2018 Meeting:** *A motion was made by Jan Lehrer to approve the minutes and seconded by Dawn Brumm to approve the minutes. Motion carried.*

**Public Comment:** None.

- III. **World Elder Abuse Awareness Day – June 15, 2018:** Amy Temby, Adult Protective Services (APS) Social Worker gave a presentation about elder abuse, which included definitions, explained the types and amount of APS referrals we see here in Waupaca County. Handouts with this information were given out, as well as cards explaining how to report possible elder abuse. Amy explained that an informational table would be set up in the Waupaca County Courthouse main lobby June 11-15<sup>th</sup> to increase awareness and provide education about Elder Abuse to the public. The purple balloons on display would represent an individual case that was investigated by the Waupaca County APS Team in 2017. Amy noted to the committee that the number of Elder Abuse and Adult Abuse referrals in Waupaca County has been steadily on the rise. From 2016 to 2017, the APS team saw an increase in 50 referrals. In 2018 (present) the team is ahead of their referrals from the previous year. As the number of individuals who are aging grows, so too will the number of Elder Abuse cases.
- IV. **Welcome New Committee Members & Review Terms Limits/Dates:** Dawn Brumm was welcomed as the newest member to the Committee on Aging. Introductions proceeded. Leah Klein reviewed term limits for Committee on Aging members; for citizen members is two 3-year terms while County Board Supervisors serve three 2-year terms. Since Dona Gabert is no longer a County Board Supervisor, the committee was in need of recommending her appointment to the Committee on Aging as a citizen member moving forward. *A motion was made by Jan Lehrer to recommend the appointment of Dona Gabert to the Committee on Aging as a citizen member and seconded by Bob Appleby. Motion carried.*
- V. **2019-2021 Aging Plan Process Review and Goal Development:** Leah Klein passed out and reviewed DRAFT goals for the 2019-2021 Waupaca County 3-Year Aging Plan. The focus areas are consistent with years past: Advocacy, Elder Nutrition Program, Services in Support of Caregivers, Services to People with Dementia. Healthy Aging, and Local Priorities. For each year of the plan, a goal is required for each focus area. The group was reminded that no additional funding is provided to counties for the completion of Aging Plan goals. The plan is still in the development

stages with a DRAFT Aging Plan due to the Greater Wisconsin Agency on Aging Resources (GWAAR) on July 20, 2018. Leah will have a DRAFT Aging Plan to review with the Committee on Aging at the July meeting. Public Hearings on the Plan will be announced soon.

**VI. Regional ADRC Coordinator Update:**

Darlene Kramer reported on her attendance on May 16, 2018 at the Wisconsin Aging Advocacy Network (WAAN) third annual Wisconsin Aging Advocacy Day (#WIAAD) in Madison, WI. Attendees were given talking points and had an opportunity to speak with the Aides of local legislators. Dar also reported that the ADRC of Calumet, Outagamie and Waupaca Counties was not awarded a Dementia Care Specialist. Written ADRC Customer Satisfaction Surveys have been disseminated. Darlene's name and contact information is at the bottom of the surveys in case customers have questions. Across the state, return rates for these surveys has been higher than expected. The ADRC of Calumet, Outagamie and Waupaca Counties is hoping for a good return. Surveys will continue to be tabulated throughout May and June. If anyone receiving a survey has questions about it we are free to give out Darlene's contact information.

**VII. Transportation Program Update:** Leah Klein passed Volunteer Driver Transportation Program data for the 1<sup>st</sup> Quarter of 2018 (January – March). This information can be pulled from the new Transportation database at any time. The information is important to support the need for additional Volunteer Drivers. This data reinforces the necessity of the program and what a wonderful service it is to the seniors of Waupaca County. Moving forward, Leah reported that we already know that the population and the need for assistance with transportation will be increasing in the future, however funding in this area will not be increasing, so we need to begin to look at creative ways to continue to meet the need within a stagnant budget.

**VIII. Nutrition Program Update:** Melissa Anderson passed out information from 2016, 2017 and projected 2018 regarding the number of program participants for both Congregate Dining and Home Delivered Meal programs; separated by Nutrition Site location. The Waupaca, New London, Iola and Marion Nutrition Sites have seen a slight increase in Congregate Dining participation while Clintonville, Manawa and Weyauwega have seen significant declines in Congregate Dining participation. All Nutrition Sites, excluding Marion, have seen an increase in Home Delivered Meal participation. There are many factors to consider while evaluating the participation trends for the Waupaca County Nutrition Sites. Again, for this program, the number of eligible persons will continue to rise over the coming years while program funding will remain stagnant. Leah Klein expanded to include futures planning discussions for the Nutrition Program. While Waupaca County DHHS wants to continue to be good stewards of the limited funding – it also wants to maintain liberal service provision to Waupaca County individuals who are aging. Possible short-term solutions to low Congregate Participation would be to close a low-attendance Nutrition Site a few days per week while still continuing to distribute Home Delivered Meals Monday – Friday. Leah and Melissa are in the beginning stages of investigating the needs of the current aging populations being served as well as the needs of future eligible participants. Nutrition programming will need to adapt to the unique needs of each generations it serves.

**IX. Nutrition Program: Actual Meal Cost and Suggested Donation Amount Adjustment.** Melissa reported that as an annual requirement of the Nutrition Program, a Meal Cost Allocation tool must be completed and submitted to GWAAR. This Meal Cost Allocation tool considers all program expenses and revenue as well as the number of meals provided in a given year and computes the actual per meal cost for both a home delivered meal and a congregate meal. Based on the 2017 Nutrition Program expenses, revenue and meals provided, the actual meal cost for a Congregate Meal is \$10.97 per meal and \$7.71 for a Home Delivered Meal. The program is currently reporting \$7.35 for both a Congregate Meal and Home Delivered Meal. The Waupaca County Dept. of Health and Human Services Fiscal Administrator has recommended formally marketing the new actual meal costs as well as increasing the suggested donation amount to \$4.25. *A motion was made by Jan Lehrer to accept the new actual meal costs of \$10.97 for Congregate Meal and \$7.71 for Home Delivered Meal as well as increase suggested donation to \$4.25 and seconded by Dona Gabert.*  
**Motion carried.**

**X. Adjourn:** *A motion was made by Jan Lehrer to adjourn the meeting and seconded by Dawn Brumm.* **Motion carried.**

**Next Meeting – Tuesday, July 24, 2018 – 10:00 a.m. – Waupaca County Courthouse - Room 1068**

Respectfully Submitted,  
*Pat Huber, ADRC Clerk*

DRAFT