

**WINNEBAGO COUNTY  
AGING & DISABILITY RESOURCE CENTER (ADRC) COMMITTEE**

**MEETING MINUTES**

**DATE:** September 14, 2020

**TIME:** 3:00 p.m.

**PLACE:** ZOOM

**Members Present:** Paul Janty, Susan Locke, Harold Singstock, Pete Christianson, Kate Pfaendtner, Rob Paterson, Tanisha Alvarado, Jan Olson, Elizabeth Jones, Don Hansen, Michael Norton, Nicole Neuhoff

**Members Excused:**

**Staff Present:** Beth Roberts, Brian Nagler, Bryn Ceman and Julienne Gohde

**Others Present:** Alana Erickson

Paul Janty called the meeting to order at 3:00 p.m.

**1. Public Comments:**

No public comments given at this time.

**2. Approve Minutes of the August 10, 2020 ADRC Meetings:**

Mike Norton motioned to approve the minutes as written; seconded by Pete Christianson and carried.

**3. ZOOM training by Liz Jones:**

Please reference the emailed handout from Liz Jones regarding the Zoom training. Liz gave a demonstration on the basics of Zoom and a short tutorial on some of the following features: **Participants button-** This button shows how many and who are participating in the meeting. One can click on this button and open a panel on the side to see everyone that is in the meeting. If you click on your own name you will be given more options to add a photo, change your name, mute or unmute yourself.

**Microphone Icon button and Movie Camera Icon button-** These buttons turn on and off access to the microphone and video functions. Click on the microphone button to mute

yourself during a meeting and click on it again to unmute your self when you would like to make a comment. The movie camera icon button will turn on and off your video access.

**Chat button-** If you hover over the middle of the bottom of the screen a few more options will appear. When you click on the chat button, you have the opportunity to type a message the group or privately to an individual.

**Reactions-** You can click on this button to clap your hands (might want to use this if you want to notify that you would like to speak) or thumbs up (might want to use for voting purposes).

**Leave button-** Click on this button at the end of the meeting to leave the meeting and exit out of Zoom.

#### 4. **Vice Chairperson Voting:**

Having a Vice-Chair person was brought up during the committee meetings pre-COVID. Beth inquired if the committee is fine with an open vote. The committee agreed on an open vote. The floor was opened for nominations. Harold Singstock nominated Mike Norton for Vice-Chairperson and Elizabeth Jones seconded. Passed and approved by all.

#### 5. **Aging Plan:**

Bryn Ceman updated the committee on the County Aging Plan. The Winnebago County Aging Plan is a requirement of each county that receives funds as part of the Older Americans Act. The county receives these funds through an agency named GWAAR. The County develops a 3-year plan to make sure that these funds are used specifically for the purposes of older adults. The plan being reviewed is the 2019-2021 plan. Completing the census is important as this solely drives the money that is received each year. There are 15 goal listed for the 3-year plan. Of those 15 goals, 5 have been set for the year of 2020. They are the following:

1. **Elder Nutrition program-** By 12/31/2020, a healthy recipe exchange will be started at 80% of the senior dining sites. Participants of the senior meal program will bring a recipe to share and ADVOCAP will compile the recipes into a recipe book and distribute them to a minimum of sixty interested parties.
  - This goal has been achieved within the Home Delivery Meal (HDM) program through ADVOCAP. The Nutrition Director has provided forms for HDM participants to review and share healthy recipes and stories. If/when meal sites open again in 2020/2021 the healthy recipe exchange can expand to the meal sites.
2. **Services in Support of Caregivers-** By 12/31/2020, the CAU (County Aging Unit)/ADRC will have surveyed 100% of members of the Winnebago County Grandparents Raising Grandchildren Support Group to identify if they feel their needs are being met by the support group. This survey will have a minimum of 10 questions on it and will be composed by a survey professional from the University of Wisconsin-Oshkosh. Based upon results of the survey, at least three identified needs will be implemented by and for the Support Group.
  - In 2020, surveys were sent to active families involved with the Grandparents Raising Grandchildren Support Group through the UW Extension. The survey was crafted by UW Madison, not UW Oshkosh. The survey had 15+ questions; 12 families responded. Most who responded had been participants

in the program for five or more years. Overall the families indicated the support group was meeting their needs with an average scoring of 4.85 out of 5 rating. Due to COVID-19 the program changed to accommodate food drop off (vs. in person meal); UW Extension staff offered summer activities delivery and weekly contact with families. The families were also mailed news/resources and items of interest one to two times per month.

Programming will continue to be offered virtually in the Fall of in 2020 & will continue to provide meals, resources, and information/connection to families.

3. **Services to People with Dementia-** By 12/31/2020, to increase education and awareness on issues of dementia, ADRC staff will give a minimum of 12 public presentations on dementia to various community groups with a minimum of 100 people attending them in total.
  - In 2020, Dementia Care Specialist (DCS) completed a Purple Angel Presentation at Experimental Aircraft Association with ~40 people. DCS & Adult Protective Services (APS) Fall trainings are scheduled for Winnebago County Sheriff's department and Oshkosh Police Department; reaching well over 100 individuals. DCS efforts continue within the local Senior Resource Network groups and Oshkosh Chamber of Commerce with periodic opportunities to present to groups of 15+ at a time.
4. **Healthy Aging-Focusing on evidence-based classes-** By 12/31/2020, in order to increase opportunities for older people in Winnebago County to exercise which can improve overall health, the CAU/ADRC will increase Tai Chi offerings to four classes with a minimum of at least fifty people participating in total. At least one of these classes will be offered in the rural area.
  - Due to COVID-19 this goal is delayed. Four Tai Chi classes were established in Menasha & Oshkosh beginning in 2019 with 67 participants.
5. **Local Priorities-** By 12/31/2020, CAU/ADRC staff will work with one local employer to provide transportation to and from their place of business for ten people who do not have a way to get to and from their place of work.
  - Referrals were made in 2020 to Winnebago Catch A Ride program. The grand funded program through the Greater Oshkosh Economic Development Corp. provides mileage reimbursement to volunteer drivers. Volunteer drivers bring working employees to/ from work outside of bussing hours. With COVID-19 many who benefited from work transport were essential workers (2<sup>nd</sup>/3<sup>rd</sup> shift). Winnebago Catch A Ride attends the Winnebago County quarterly specialized transportation meetings. Local manufacturing, health care and Plexus (local employers) had employees who participated in Winnebago Catch A Ride.

## 6. **Reports:**

- a. Manager Report – Beth Roberts  
Not many changes since the last meeting. The building continues to be closed. All services are still being offered.
- b. Complaints / Grievances – Beth Roberts  
None reported at this time.

7. **“Community Beat” – Sharing of Compliments / Complaints from Community, Consumers, Providers – Committee Members**

**Pete Christianson** shared the new hours for the Larson/Winchester Lion’s Medical Locker are Tuesdays and Saturdays from 9-11:00 am. Appointments are not needed. Pete questioned if a new resource directory would be coming out again this year. Beth stated that they will be in the office in the next few weeks.

**Tanisha Alvarado** expressed thanks for the ladies that set up the voting webinar. She questioned if anyone had any information on voting through the mail. Committee members shared information that they knew of.

**Don Hansen** spoke about Project Operation Lifesaver. He shared that the Community Foundation is going to pay for the setup of this program for Valley VNA and for Winnebago County. The \$2200 will be coming from the Dementia Awareness Fund from the Community Foundation.

**Nicole Neuhoff** questioned if the Winnebago Catch-a Ride could be used for voting purposes. Bryn stated that it is an employment related program, however there are different programs that may be able to be used for this purpose.

**Harold Singstock** is wondering if it is possible that the committee can get back together in person in the upcoming future and those that are not comfortable could join through Zoom. Beth will look into this possibility.

**Elizabeth Jones** shared that the Fox Cities Walk for Autism was postponed until October, however it is now cancelled for this year and will regroup for next year.

**Mike Norton** would like to have an ADRC presentation made to the County Board. He is wondering if he could schedule it for January. Beth said that the group would love to do that if Mike can arrange it for them.

The WCA conference will be virtual this year. There will be a breakout conference on the aging population. He will get the information to Julienne to get out to the committee.

**Brian Nagler** shared that it is business as usual in the ADRC. The on-call staff is now back in the office. Staff is again setting up appointments in the office when the clients do not want to do it virtually. Using safety precautions and getting a bit more used to it. Enrollment packets are still being sent out for Iris and Family Care. Handling situations with professionalism and compassion.

**Paul Janty** has been reading about the increasing rate of suicides in Winnebago County and was wondering if there was an effort being made by any groups in Winnebago County on this topic. Brian Nagler shared that a few of his staff are doing a presentation on “Mental Health and Aging” on Sept. 15<sup>th</sup>. He shared the Zoom information with the committee members. Beth also shared that Community for Hope and the Behavioral Health Department are involved with this topic also.

**8. Next Meeting – October 12, 2020 Virtual via ZOOM**

With no further business, Paul Janty adjourned the meeting at 4:00 p.m.

Respectfully submitted: Julienne Gohde, Recorder