

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

**DATE:** July 11, 2011

**TIME:** 3:30 p.m.

**PLACE:** Oshkosh Human Services Bldg., Room 33

**Members Present:** Ginger Beuk, Janice Dibble, Jef Hall, Debra Hogue, Ann Jungwirth, Donna Lohry, Mike Norton, Deb Pahl, Rob Paterson, and Tom Widener

**Members Absent:** Diane Egan and Jean Wollerman

**Others Present:** Paulette Stoltzmann, Public Health Department and Bob Poeschl, ARC

**Staff Present:** Mary Krueger, Ron Duerkop, and Dorothy De Grace

**1. Attendance:**

Attendance was noted and introductions were made.

**2. Approve Minutes of the June 13, 2011 ADRC Meeting and Minutes of the June 29, 2011 Public Forums**

Tom Widener moved for approval of these minutes; seconded by Ginger Beuk and carried (8-0). (Hall and Pahl not present yet).

**3. State Budget Update:**

Mary Krueger said the Budget was signed and it includes the proposed caps in Family Care and IRIS. People who were referred to IRIS by July 1 (but not enrolled yet) were included in the cap as long as we completed the functional screen and they were eligible for Medical Assistance by that time. For Family Care a person would have to be eligible for MA by July 1 and have been referred and enrolled. The state will let us know the number of people that will be under our ADRC cap, which will be the number of people in Family Care and IRIS after the enrollments are completed.

**4. June 29, 2011 Public Meeting Comments/Discussion:**

In referring to the minutes of the Public Forums, Mary Krueger said we should be most concerned about the comments made regarding the ADRC. One person had expressed concern about the wait list, which seemed to be a frustration since the wait list will now be slowed down and we'll have a cap on the number of people we can have on the list. Most comments from the Forum were very positive regarding the ADRC.

Mary Krueger said we have included in the 2012 budget a recommendation to hire an additional staff person for the ADRC. Ron Duerkop said this will be helpful in being more expansive in what we do, especially with the enrollment cap in helping people look more in depth at their other alternatives and in following up referrals with people. Mary said there were some concerns noted at the Forum regarding unmet needs, such as vocational opportunities or employment assistance. Another area was the functional screen eligibility related concerns, such as who is doing the screening and the accuracy involved. Mary said some of the comments from the public indicated to her that we need to re-look at our marketing plan and outreach activities so we can better inform the public of the services of the ADRC. Tom Widener suggested we need to adjust to the fact that Family Care and IRIS won't be providing the same kind of service that Winnebago County provided in the past. He feels that the managed care organizations don't always have the necessary tools or funding. Mary said she would send copies of the Public Forum minutes to the state, the Lakeland Board, and IRIS.

**5. Review ADRC Committee Responsibilities/Duties:**

The Committee reviewed its responsibilities and duties: 1) Donna Lohry said we have already completed the duty of recruiting members for appointment. 2) Tom Widener suggested the terms of members be changed to read, "No member may serve more than 2 consecutive terms." All agreed to this change. 3) Donna Lohry said the Committee operates under the original mission of the Committee. 4) Donna Lohry said that with one of our responsibilities being to review the structure, policies, and procedures of the ADRC within state guidelines and local governance of the Department of Human Services, she feels we should have a mechanism to address issues if we become concerned when things aren't going correctly. She said that although our function is to the ADRC, she feels that if we hear of concerns about Family Care or IRIS we should give that to the County Board members who are on our committee to pass along. Jef Hall suggested that we are perceived as a reporting group. If something isn't going right, we have the ability to change a policy or procedure, but only for the ADRC because our main purpose is to make sure the ADRC is doing its job correctly. If the ADRC is responsible for finding the best possible services for individuals, then it is our duty to report how those services are working. Tom Widener noted that we have a Grievance Committee within Family Care for people who have a problem with services. Mary Krueger said we can assist people with the appeal process, but they don't need to come through us for an appeal. Mary said we will address these issues more when we review our "unmet needs" policy. 5) It was decided that starting next year this Committee should review an annual budget for submission to the Human Services Board. 6) Mary Krueger said the state had asked ADRC's to provide a forum so we can be the eyes and ears of long term care in our community. We include the "Community Beat" on our agenda for this purpose. Jef said some of what we do is to review the Website and how information is organized; review how information is marketed; and once a person is referred from the ADRC to a service, we should report back to Lakeland, the state, the County Board or the provider of service whether or not they are receiving services correctly. He said there is a balance between looking into each individual complaint from consumers and when patterns of complaints come forward. We fulfilled part of our duties as a committee by hosting the Public Forums which provided an avenue for consumers to give input regarding their long term care services with the ADRC, Family Care, and IRIS.

The Committee agreed to continue reviewing the list of responsibilities at the next meeting.

**6. ADRC Committee Membership Recommendations:**

Tom Widener indicated that he had committed to being on the ADRC Committee for one year, and with that being completed he has decided not to continue as a member. Deb Pahl and Rob Paterson agreed to continue serving as members for a new three-year term. These recommendations will be given to the County Executive. The Committee thanked Tom for his commitment and service to the Committee.

**7. Reports:**

- a. ADRC Manager – Mary Krueger said there were 302 people on the wait list as of the end of June; 19 people were added to the list in June and 19 were removed from the wait list for these various reasons: went to a nursing home, left the county, unable to be contacted, passed away, or services were no longer needed. 29 people were approved from the wait list and referred to Family Care or IRIS this past month. Mary said we contacted people because of the anticipated enrollment cap and a need to process things quickly.

Mary said counties have been asked to track some of the situations or issues that have come up regarding transportation. She said Logisticare started doing business in Wisconsin on July 1 to provide non-emergency medical transportation for individuals in the community that are not part of Family Care. Mary noted that there have been some concerns where people have missed their ride. We will start tracking this and share the information with the Committee and send it to the state. She said the city of Oshkosh is considering re-routing some bus routes, and she suggested that Oshkosh Transit come to a meeting to talk to us about this. Mary met with Advocap regarding congregate and home-delivered meals, and they will start posting the nutrient contents of meals at the meal sites. Their Nutritional Advisory Council will be starting up again, and Advocap will be getting more feedback. We are looking at different options for getting more nutritious meals at a lesser cost, and we will be discussing this at one of the ADRC Committee meetings. Mary is waiting for a reply from Family Care to see if someone could come and talk with us about their audit.

- b. Marketing Outreach – A report is not available this month.
- c. Lakeland Stakeholder Committee – Ginger Beuk reported that the Lakeland Stakeholder Committee is in the process of deciding on a chairperson. They have also been discussing what information they will be dealing with as a committee. Their next meeting is August 24 in Manitowoc.
- d. Committee on Aging – Ann Jungwirth said they will be starting their year with a meeting in September. They did an evaluation of their program, and will be working as small groups to decide what they want to do. The main responsibility of the Committee on Aging is to assess the needs of the aging, determine availability of resources and recommend action. This will help bridge the gaps between the needs and the resources.

- e. ARC Board – Deb Hogue said they are currently working on forming a partnership with Cerebral Palsy of Mideast Wisconsin.
- f. Complaints/Grievance – There were no complaints or grievances regarding the ADRC.

**8. “Community Beat”:**

There were no comments.

**9. Next Meeting: Monday, August 8, 2011**

With no further business, Jef Hall moved for adjournment; seconded by Deb Pahl and carried. The next meeting of the ADRC Committee will be held at 3:30 p.m., Monday, August 8, 2011 in Room 33 of the Oshkosh Human Services Building.

Respectfully submitted:  
Dorothy De Grace, Recorder