

**Aging and Disability Resource Center of Wisconsin (ADRC-CW) Advisory Committee Meeting
Minutes
May 25th, 2022**

Mission: The Aging and Disability Resource Center of Central Wisconsin promotes choice and independence through personalized education, advocacy, and access to services that prevent, delay, and lessen the impacts of aging and disabilities in the lives of adults.

Committee Members Present: **Marathon County:** Dana Macalalad, Randi Hartwig; **Lincoln County:** Nancy Uerling; **Lanlade County:** no members present; **Wood County:** unavailable

Others Present: Executive Director Mike Rhea, Director of Aging and Wellness Jennifer Cummings, Community Outreach Coordinator Erin Wells, Quality Manager Kit Ruesch, Benefit Specialist Supervisor Brittany Boyer, and Clerical Assistant Kelly Crothers

1. **Call to Order:** The meeting was called to order by Jennifer Cummings at 10:06 a.m. Introductions of attendees were provided.
2. **Public Comments:** None given
3. **Approval of Minutes-From March 2022.** Since there was no meeting quorum met, the draft minutes will be reviewed at the next meeting along with the May meeting minutes in July.
4. **Review of Meeting Packet Materials:** Packet included the Senior Farmers Market document and board report. No questions and/or concerns from members.
5. **ADRC-CW Benefit Specialist Presentation-Brittany Boyer:** Brittany provided a slide presentation showcasing the job duties and responsibilities of the Benefit specialists. Description of job duties was provided which included but not limited to Medicare/Medicaid services, public services such as Social Security and food share. An overview of program parameters was shown. Brittany also shared “success” stories from situations that recently occurred where the Benefit Specialists were able to provide clients with top-notch service to help them resolve the problems they were facing.
6. **Senior Farmers Market Update:** The vouchers are provided by the FDA and the ADRC-CW is a voluntary administrator on their behalf. Director of Aging and Wellness Jennifer Cummings explained the program criteria: income limits, and 1 voucher per household is provided in the amount of \$25.00 for those eligible. Last year, 78-79% of vouchers provided were utilized and those vouchers are for fruits and/or vegetables only. No processed foods can be paid for with the vouchers.

The process of how community members obtain the vouchers was discussed. June 1st is the opening day of registration. Consumers will call the ADRC-CW, the proper information will be taken, an application will then be sent to the consumer. Once the application is received back with the consumer’s signature and deemed eligible, the vouchers will then be sent to the consumer. Jennifer Cummings provided posters to committee members that were present and will mail posters to those not in attendance. These posters should be provided within communities to bring awareness of the program.

With food insecurity and rapidly rising food costs, the Senior Farmers' Market Voucher Program and the Stockbox programs in communities provided needed resources. Community Outreach manager, Erin Wells, was recognized for all of her hard work in helping to bring the Stockbox program to our region.

7. Executive Director Reports: Mike Rhea provided his background and shared his excitement in being appointed the new Executive Director of the ADRC-CW. The ADRC-CW is in a state of transition:

- Mike Rhea moved to the Executive Director position
- Traci Zernicke moved to the Resource Director position
- Jamie Krautkramer moved to the Resource Specialist Supervisor position
- Kit Ruesch had chosen to continue his career with the ADRC-CW and the organization is extremely grateful for all of the hard work and knowledge Kit brings to the table.
- There are now 6 new board members, as well as 6 out of 8 county appointees being new

Mike discussed staffing issues and salary concerns, especially within the nutrition program. A wage study is currently being conducted through Marathon County. Another concern that is being actively addressed is reopening a dining site in Wausau. Riverview Towers used to host congregate dining but due to the resident target population shifts i.e. younger individuals as building residents of Riverview Towers, this location is not meeting the senior nutrition program intent as a dining site. Discussion has taken place with a possible alternate site very recently. More details will be forthcoming.

The value of the Advisory Committee members was discussed, as they are the “eyes and ears” within the community. Kit Ruesch will be putting together a customer satisfaction survey and will share that at the next meeting, asking for feedback or suggestions for improvements. Discussion took place regarding outreach within communities to let people know about the ADRC-CW and the wide variety of services that are offered. A marketing plan is being developed to get the ADRC-CW into the public eye, such as the possibility of reaching out to service organizations (who has or hasn't the ADRC-CW been in contact with). Krista supports the idea of community outreach and offered that if the ADRC-CW needs any help to spread the word, the committee members should be contacted, as most would be willing to help if their time allows. Jennifer Cummings and Mike Rhea talked about how the idea of finding a project that the Advisory Committee, Board Members, and the Leadership Team could collaborate on has been something that the ADRC-CW has wanted to pursue for quite some time. This will be looked into more.

8. Future Meeting Dates:

- July 27th, 2022
- September 27th, 2022 is planned for the ALL Staff Meeting day and committee members are welcome to attend as well. This will be the first in-person all staff gathering for the organization in 2 years. The meeting will be held at the Covenant Presbyterian Church (1806 Weston Avenue, Schofield, WI) from 10 a.m. - 2 p.m..
- November 16th, 2022: meeting scheduled a week ahead of time due to the Thanksgiving holiday

9. Upcoming Agenda Items:

- Kit will provide a draft of the consumer satisfaction survey for review

- Jennifer will ask a member of the Resource Specialist team to provide an overview of their job duties and examples of how they assist communities.

10. Adjournment: The meeting was adjourned by Jennifer Cummings at 11:06 a.m.