

**AGING & DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN
ADVISORY COMMITTEE MEETING**

**November 15, 2023
10:00 - 12:00 Noon**

Mission: The Aging and Disability Resource 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: **Lincoln County:** Charlene Seetan, Dora Gorski **Langlade County:** Roy Dieck; Penny Hurlbert **Marathon County:** Krista Mischo, Randi Hartwig; Kue Her; Dana Ponak **Wood County:** Faith Peaslee

Others Present: Erin Wells, Director of Aging & Wellness; Mike Rhea, Executive Director; Tami Swenson, PhD, Wood County Citizen (UWSP)

Excused Absence: **Lincoln County:** James Torgerson, Nancy Uerling **Langlade County:** Carol Krochalk **Wood County:** Dar Cosh, Athena Boardman

MINUTES

1. Call to Order
 - a. Meeting called to order by Erin Wells at 10:00 am.

2. Public Comments
 - a. Erin Wells extended apologizes to the committee members for delayed meeting packets due to no postal service on Veterans Day.
 - b. Erin informed that Ken Kubacki stepped down from the advisory committee. This was also communicated in an email on 11/14/23.
 - c. Char Seetan asked what kind of exit information, if any, is provided by a resigning member.
 - d. Erin Wells explained that when a committee member steps down the advisory committee and governing board are notified. She clarified that the dates and times of the advisory committee meetings are not the reasons recently resigned members stepped down.
 - e. Krista Mischo clarified her understanding that Wood County and Langlade County are counties that have advisory committee openings.
 - f. Char Seetan mentioned that she was able to speak with the Foto News, and she sent a letter to the editor regarding the elderly, winter, and snow removal.

3. Approval of Minutes from July and September 2023
 - a. Motion to approve the July 2023 minutes by Char Seetan, seconded by Dana Ponak.

- b. Motion passed, minutes approved.
 - c. Motions to approve the September 2023 minutes by Dora Gorski, seconded by Penny Hurlbert.
 - d. Kue Her mentioned that the September minutes included her as present on the attendance list even though she ended up being unable to attend due to a walk-in.
 - e. The attendance for the September 2023 meeting will be corrected, and the minutes will be added to the agenda for approval in January 2024.
4. Update on Advisory Committee: Jennifer Dolan has decided to resign from the Advisory Board as of October 2023. Thank you to Jennifer for her input and support over the past year. We now have an Advisory Committee member opening for someone who resides in Wood Co and is 60+ or an adult with a disability or caregiver.
- a. Erin Wells expressed the importance of getting word out regarding the need for not only one but two advisory committee members now that Ken Kubacki has stepped down.
 - b. Erin explained that 51% of the committee has to be 60 years of age or older.
 - c. Char Seetan stated that it is important to communicate via other methods, not just by word of mouth. She suggested sending letters to senior center facilities and nutrition sites. Char voiced that it is not a heavy commitment to be an advisory committee member since attending virtually is an option.
 - d. Kue Her asked what is the process regarding creating awareness of the open positions.
 - e. Erin Wells stated that staff is notified and listings are placed on community websites. Erin agreed that Char had great suggestions.
 - f. Kue Her questioned, “Who are we not inviting to the table?”
 - g. Krista reiterated the importance of getting the word out.
 - h. Mike Rhea added that in addition to needing to fill two advisory committee positions, there is also an open position on the governing board for someone 60 or older. They can reside in any county within the region, and it requires a monthly commitment.
 - i. Char Seetan asked if the board position requires the member to go onsite for the board meetings?
 - j. Mike Rhea replied that members can participate via video conferencing. He also clarified that an applicant would have to receive approval through all four counties in the ADRC-CW region to become a member, and there are no term limit.
5. Updates:
- a. GWAAR Nutrition Onsite Assessment completed on 10/20/23.

- i. Erin Wells explained that GWAAR does an onsite nutrition assessment every 3 years, and there is lots of documentation that needs to be submitted to the state during the process. GWAAR visited the Second Street Community Center, Centralia, and Cedar Rail to examine how well we are following the senior nutrition guidelines? The visit went very well. GWAAR will write up an evaluation.
- b. Caregiver Appreciation Event: November 1, 2023
 - i. Erin Wells informed the committee that this was the first time the ADRC has hosted a Caregiver Appreciation Event. Respite was provided for loved ones, Marty Schrieber was the guest speaker, and cake and ice cream were provided. There was lots of great feedback from the caregivers that participated. The Caregiver Support team is in the process of talking about hosting the event again.
 - ii. Krista Mischo inquired about how many participants were expected, and asked if it felt like the word got out.
 - iii. Erin Wells replied that about 30 people came to the event, respite was provided to 5 people, and there were 12 no shows. Erin explained that they had no idea what to expect, so it seemed like a good turnout.
- c. TB Scott Library (Merrill): Dementia Simulation and Dementia Training for staff (November 2023)
 - i. Erin Wells shared that the library staff in Merrill was provided dementia training. Conversations were had about memory concerns and resources, and a kit that encourages reminiscing was put together for use at the library.
- d. Antigo Fire Department Dementia Training for Staff: 3 shifts (throughout November 2023)
 - i. Erin Wells informed the committee that dementia training was offered to all three operating shifts of the Antigo Fire department, and the information was very well received.
 - ii. Krista Mischo mentioned that it is not necessarily common knowledge that the fire department deals with people that have fallen.
 - iii. Erin Wells expressed that there have been many conversations with the fire departments within the region concerning falls.
 - iv. Char Seetan stated that the Foto News was recently talking about fall and the elderly. The information provided seemed like something that has been done in other counties.
 - v. Erin Wells explained that fall statistics are being provided as we have an extremely high rate of falls within the State of Wisconsin.

- vi. Tami Swenson shared that the statistics came from the Wisconsin Hospital Association and are reported by zip codes.
 - e. November is: National Caregiver Month, Dementia Awareness Month and Dementia Care Specialist Appreciation Week (11/13-11/17)
 - i. Erin Wells informed that all three of the awareness events (National Caregiver Month, Dementia Awareness Month and Dementia Care Specialist Appreciation Week) have been highlighted on the ADRC-CW's Facebook page. Information has also been sent to News Channel 7 and News Channel 9. There has been no contact back from the news stations so far.
 - f. Stepping On in Marshfield, Wausau and Rapids will be completed by November or early December 2023.
 - i. Erin Wells explained that the current Stepping On classes will be ending soon. The winter months see the classes ending because, although we have tried to host them during the winter in the past, participation was low.
 - ii. Penny Hurlbert asked if we are any closer to having Stepping On being hosted again in the Antigo area.
 - iii. Erin Wells expressed that we are looking for another leader or even a temporary peer leading.
 - iv. Penny Hurlbert inquired if there is a cost to becoming a leader.
 - v. Erin Wells explained that there is not to become a peer leader, but, yes, there is a cost to become a trained leader.
 - vi. Penny Hurlbert requested flyers to post and hand out.
 - g. Powerful Tools in Wausau will be wrapped up in November 2023. St Luke's Powerful Tools will be done in November as well. The Marshfield Powerful Tools Program was canceled due to lack of registrations.
 - i. No discussion was had.
6. Upcoming (FYI):
- a. Promotion/Share:
 - i. Meals on Wheels Volunteers are needed everywhere but especially in:
 1. Antigo
 2. Tomahawk: also need kitchen help/meal packaging
 3. Pickerel
 4. Wisconsin Rapids: also need kitchen help/meal packaging
 - a. Erin Wells mentioned that volunteers are needed for all dining site/MOW locations but are needed specifically at the above locations. She shared that volunteers can deliver daily to once per month, and there are opportunities for businesses to adopt a route.

- b. Char Seetan inquired if different business groups have been contacted and provided the idea of sharing the need for volunteers in the local chamber newsletters. She mentioned that the communities within the ADRC-CW region must have a list of service agencies that might be interested.
- c. Penny Hurlbert shared that there was a driver shortage at one point and Sartori Cheese of Antigo stepped up. She explained that she had just suggested this to the Langlade Senior Center board the previous evening due to needing help with stockboxes.
- d. Erin Wells informed that Sartori stepped down from driving a MOW route this past summer. Sartori has since been contacted to see if there is future interest, but no future interest or contact has been shared on their end.
- e. Roy Dieck inquired as to what kind of brochures are available to spark interest in being a MOW volunteer. He explained that it would be nice to have information to hand to someone that might be interested.
- f. Erin Wells stated she would email the flyers.

ii. Needing Stepping On leaders or co-leaders

- 1. Erin Wells shared that there hasn't been a Stepping on program offered in Langlade County or Lincoln County for a couple years since there need two leaders. A peer leader would need to be 60 or older and can serve as temporary leader.
- 2. Char Seetan requested clarification of what is needed.
- 3. Erin Wells explained that a leader would need to be someone comfortable with a group of 8-10 people, and they would need to be 60 or older to be considered a peer leader. She continued to explain that a formally trained leader is trained through Wisconsin Institute of Healthy Living. This involves a couple of days of training and is more intense than the training provided to peer leaders.
- 4. Erin Wells expressed that a trained leader would provide stability in the program.

b. Senior Center of Langlade County: Senior Health Fair November 15, 2023 from 10:00 am - noon.

- i. No discussion was had.

- c. 2024 Advocacy Days: Save the Date
 - i. Alzheimer’s Advocacy Day: Tuesday, February 20, 2024 from 9:00-4:00 pm in Madison (Alzheimer’s Association)
 - ii. Disability Advocacy Day: March 2024 (more information to be shared)
 - iii. Aging Advocacy Day: Tuesday May 14, 2024 in Madison (Wisconsin Aging Advocacy Network)
 - 1. Erin Wells reviewed the different advocacy days listed above and explained that the dates varied for the in person and virtual options.
 - 2. Erin described the events as a sit down opportunity with different legislators to review concerns.
 - 3. Char Seetan mentioned how disability has a day, but mobility doesn’t have a day for mobility awareness. Char is working to get recognition and advocate for mobility concerns.
7. Operations Reports and Board Meeting Minutes from September and October 2023 and November 2023 Operations Report.
- a. September 2023 minutes, October 2023 minutes, and the November 2023 operation report were included in the advisory committee packet.
 - b. Erin Wells highlighted the fact that Mike Rhea completed his “road show” of presentations with each of the region's county boards.
 - c. Mike Rhea stated that everything went well despite there being many questions and a few challenges.
 - d. Erin Wells continued reviewing the operations report stating that the Nekoosa dining site reopened in October. Things are operating well since reopening, but there is an open position for the dining site manager, and we are always looking for more attendees and volunteers.
 - e. Erin Wells highlighted a few more items like the resources available to caregivers, staff and volunteer training plans as we work to become dementia capable, and the transportation meeting attended by Traci Zernicke (This process is done every 4-5 years to identify different transportation services and needs).
 - f. Erin Wells touched upon the annual nutrition program customer survey for MOW, Senior Congregate Dining, and Cafe 60.
 - g. Char Seetan mentioned how she saw a QR code for the survey at the site, but she did not recall seeing it in the Choices newsletter.
 - h. Erin Wells explained that the survey is not put in the Choices newsletter since the newsletter is provided to the general public. The poster is used as a reminder for dining site participants. Erin relayed that general surveys are offered periodically, but there are not any ongoing right now.
 - i. Kue Hue inquired as to when the survey results would be available?

- j. Erin answered stating that data entry must be completed by 1/10/2024, and then the State will compile the data. The results will be shared internally and with committees.
8. 2024 Advisory Committee Meeting Schedule: Every other month from 10:00 am- 12:00 (noon) on the 4th Wednesday of the month. Exception is November due to the Thanksgiving Holiday, the meeting was bumped up one week early.
- a. January 24, 2024
 - b. March 27, 2024
 - c. May 22, 2024
 - d. July 24, 2024
 - e. September 25, 2024
 - f. November 20, 2024
 - g. Proposal: Erin to rotate each month
 - i. Erin Wells reviewed the 2024 Advisory Committee meeting schedule and asked that committee members add the upcoming dates to their calendars.
 - ii. Erin provided the idea of her rotating office locations for each committee meeting and requested feedback.
 - iii. Penny Hurlbert expressed that she likes the idea
 - iv. Erin Well stated she plans to rotate her schedule and will communicate with committee members regarding her location for each scheduled meeting.
9. Agenda items for next meeting? Proposal: Update on County Health Improvement Plans and priorities.
- a. Erin Wells mentioned that Traci Zernicke could provide education and an overview of services with her presentation, How the ADRC Serves Adults with Disabilities.
 - b. Several committee members expressed their appreciation for when staff members come join and educate during the meetings. It is very helpful as well as good information to have.
 - c. Krista Mischo suggested a brainstorming session regarding ways to get the word out and who we can reach out to to become involved in the various volunteer and committee opportunities. There are so many ways to be involved in ways that are not time consuming or overwhelming.
 - d. Erin Wells agreed and expressed the need to list and organize what all the opportunities are.

- e. Krista Mischo expanded the thought suggesting that flyers be provided to committee members, board members, etc, so they may take those with them to hand out outside of meetings.
- f. Char Seetan added that there is not a lot of communication on local radio stations. It would be nice to hear our committee members and community members on the radio.
- g. Erin Wells informed that the ADRC presents on the radio on a monthly basis, and she really likes the idea of a new voice.
- h. Char Seetan expressed that it might be nice for the public to hear from people in the community rather than just staff.
- i. Kue Her stated that, in the January 2024 meeting, she would like to review county health improvement plans.

10. Next Meeting: January 24, 2024

11. Adjournment

- a. Dana Ponak and Penny Hurlbert simultaneously motioned to adjourn at 11:02am, motion seconded by Krista Mischo as well as several other committee members.
- b. Motion approved

Any person planning to attend this meeting who needs some type of special accommodation in order to participate should call the County Clerk's Office at 715-261-1500 or e-mail infomarathon@mail.co.marathon.wi.us one business day before the meeting.

EMAILED TO: Antigo Daily Journal,
 Marshfield News Herald, Merrill Foto
 News, Wausau Daily Herald,
 Wisconsin Rapid Tribune
 Date: 11/9/23 Time: 1:00 AM/PM
 By: Holly Thompson

THIS NOTICE POSTED AT THE
 COURTHOUSE
 Date _____ Time _____ AM
 By _____