

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

MEETING MINUTES

DATE OF MEETING: Monday, February 10, 2025

TIME OF MEETING: 3:00 p.m.

PLACE OF MEETING: Oshkosh Human Services Building, Room 033, 220 Washington Avenue,
Oshkosh, WI 54901

Members Present: Paul Janty, KristL Laux, Anna Malek, Barry and Barry Christianson, Harold Singstock, Jim Lauer, Sue Ertmer (virtual), Elizabeth Jones (virtual)

Members Absent: Brooke Slick, Tanisha Alvarado

Staff Present: Beth Roberts, Bill Topel, Lori Duclon, Alisa Richetti, Jill Butler, Brian Nagler (virtual)

Others Present: Larry Lautenschlager

- A. Call to Order – **Paul Janty** called the meeting to order. All in attendance gave self-introductions.

Beth Roberts announced she has accepted a position with Outagamie County with March 10 being her last day at Winnebago County. **Human Services Director Bill Topel** stated that the ADRC Committee has a responsibility to provide advice in terms of who should serve as the next ADRC Director and/or qualities that the ideal candidate should possess. The position will be posted internally first with the hope that Beth's replacement begins before she vacates the position. Members are encouraged to provide input to Bill by 02/14/2025 either via telephone at 920-236-1195 or by sending him an email message at btobel@winnebagoountywi.gov. The job position is being updated and responsibilities include serving as ADRC director along with Adult Protective Services (APS) and Children's Long-Term Support (CLTS) managerial responsibilities. Members requested that a current job description be attached to the February meeting minutes.

- B. Approval of Minutes: **Jim Lauer** asked to have January minutes amended to remove Kristine Hutter's name. Beth indicated Kristine's name had been removed from the minutes before being publicly posted. Jim made a motion to approve the January meeting minutes, seconded by KristL, motion carried.

- C. Public Comments: No members of the public were in attendance.

- D. Business Items:

1. Dementia Program Updates – **Alisa Richetti** provided the following updates:

- Powerful Tools for Caregivers Class will be held at the Neenah Library from 04/03/2025 to 05/08/2025 at 3:00 p.m. to 4:30 p.m.
- Alzheimer's Association Wisconsin Chapter State Conference will be held 05/05/2025 to 05/06/2025 at the Kalahari in Wisconsin Dells. Alisa will be presenting along with a panel of experts on the topic of "asking for help."
- Dementia awareness and prevention presentation – Alisa will be giving a dementia presentation on Wednesday to the Oshkosh Southwest Rotary.
- Lewy Body Dementia (LBD) conference is likely going to be hosted in Oshkosh this year.
- Trualta – Funding has been secured for this online resource which provides caregivers with educational articles, videos, chatgroups, and support groups.

- 2025 Programming – The same programs continue from 2024 such as Memory Cafes, providing memory screenings at the Senior Center, dementia tours at Parkview, events, and Mindwork classes.
 - Workshop for Family Caregivers was held 01/27/2025 at Kaukauna. Attendees networked by discussing grants and funding sources for respite and other programs.
2. Nutrition Program Updates: **Jill Butler**, **Bill Topel**, and **Beth Roberts** met with ADVOCAP to discuss the new cost savings plan being implemented of 1) closing nutrition sites at the Oshkosh Senior Center, Menasha Senior Center, and in Omro due to low number of participants; 2) delivery of meals reduction from five to three times a week by having two meals delivered on Mondays, Wednesdays and Fridays; and 3) elimination of the outreach specialist position by having existing staff complete assessments, phone calls, and participant check-ins. ADVOCAP's guiding principles will continue of no waitlists, no reduction in the number of home-delivered meals, and socialization encouragement at the seven remaining congregate meal sites or via online means during mealtimes. **Elizabeth Jones** expressed interest in assisting with facilitating online socialization ideas. **Beth Roberts** shared that if additional cost savings are needed in the future some ideas that could be implemented are to have meal sites relocated to local restaurants and to utilize volunteer driver vehicles rather than vehicles owned by ADVOCAP. Assessments will continue as well as wellness checks on days when meals are not delivered, and the Senior Friends Program will continue for participants who are in dire need of daily individualized visits. 350 to 400 are served daily by the nutrition program and about 1000 on an annual basis.
 3. Neenah Meeting Schedule: **Beth Roberts** stated that per past meetings a rotation had been established that meetings be held in Oshkosh for two meetings and then Neenah for the third meeting. Beth proposed that the rotation begin so the March and April meetings are in Oshkosh and the May meeting location would be Neenah. After six months the committee will assess to see if the rotation was successful. **Jim Lauer** advocated for trying this proposal to see if more participants from the Fox Valley area will become involved and asked that the main topic for the meeting held in Neenah to be providing a clearer understanding of what the ADRC Committee does. **Beth Roberts** suggested more promotions of the meetings so the public realizes they can attend committee meetings at Oshkosh, Neenah, or via virtual means. **Larry Lautenschlager** stated that past Human Services Committee meetings were held in both Oshkosh and Neenah and still the public did not come out. **Paul Janty** suggested that meeting information be included in ADRC newsletters.
 4. April Meeting with Legislators: **Beth Roberts** sent has two confirmations thus far. Beth stated the committee needs to determine which legislators to invite at the March meeting and to decide on specific topics for the April meeting with legislators. Members discussed prioritizing inviting assemblymen. **Bill Topel** stated that legislators often have more availability on Mondays and Fridays. The downside is that legislators are likely to send their assistants as budgeting usually begins in April with public hearings being held around the state. Beth and KristL will construct email invitations to members of the State Assembly and Senate.

E. Reports:

Committee Member Updates:

Anna Malek shared she attended the taxes class at the Senior Center with an estimated 80 individuals in attendance. Anna stated the funeral planning class was not as easy to register for as the brochure indicated and it took several emails to register due to not being a YMCA member. **Beth Roberts** responded that ADRC staff will doublecheck the YMCA's QR codes and links to ensure those are working properly before publishing in newsletters.

Jill Butler stated that an Elderly Benefits Specialist has been hired who will be starting at the end of the month. Benefit Specialists began learning the new database called PeerPlace in November and remaining ADRC staff will begin in March.

KristL Laux – KristL has been working with the new Menasha Police Department liaison officer trying to connect with young disabled adults including Menasha homeless who are primarily living in their cars in order to determine what services they are in need of. She will provide brochures from the Winnebago County's Homeless, Eviction, and Loss Prevention Program (HELP). **Beth Roberts** added that the Oshkosh Salvation Army will temporarily open 24/7 and likely a church in Neenah will also serve as an emergency shelter during the upcoming severe weather anticipated later this week.

Jim Lauer reported that the Menasha committee talked about the operational issues with the Senior Center and potential changes. Neenah Committee is working to update bylaws and purposeful goals.

Lori Duclon reported that COVID numbers are going down whereas influenza and RSV numbers are up. Lori gave reminders on being mindful during the cold and flu season. Lori also reported the flu vaccine is a pretty good match this year and there are vaccine recommendations for RSV, pneumonia, influenza, and a COVID booster.

Barry Christianson reported the Larsen-Winchester Lions is in the process of obtaining incontinence products.

Elizabeth Jones reported she has been watching and calling Madison regarding budget cuts.

Sue Ertmer had no updates to report.

Paul Janty requested Beth provide the committee with a listing of all the service providers that the ADRC contracts with along with a breakdown of corresponding expenditures and funding sources.

Beth Roberts reported at the March meeting she will have the date and details for the upcoming Wheelchair Wash event.

F. Community Beat – Sharing of Compliments/Complaints from Community, Consumers, Providers:

G. Items for Next Agenda: 1) Agenda for April's meeting with legislators and 2) quarterly Specialized Transportation Committee into the ADRC Committee. Rob Paterson, Jim Collins, a staff member from both City of Oshkosh and Valley Transit will be invited to attend.

Long-term agenda topic: Members discussed selection of a topic each month from manuals provided to new ADRC committee members which would include updating, reviewing, or providing education on a different topic each month as well as to make the manual available to members in e-reader / electronic formats.

H. Next Meeting Date: March 10, 2025

I. Adjournment: **Paul Jantry** adjourned the meeting.