

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

Minutes

DATE: Monday, April 14, 2025

TIME: 3:00 p.m.

PLACE: Oshkosh Human Services Building Room 33

MEMBERS PRESENT: Jim Lauer, Paul Janty, Anna Malek, KristL Laux, Harold Singstock

MEMBERS EXCUSED: Brooke Slick, Tanisha Alvarado, Barry and Janine Christianson, Elizabeth Jones, Sue Ertmer

STAFF PRESENT: Bill Topel, Brian Nagler, Elizabeth Wagner, Lori Duclon, Melissa Sell, Jill Butler, and Julie Kotajarvi

OTHERS PRESENT: Rob Patterson, Kristine Hutter (virtual), US Oshkosh Inters Tanner Huldorf and Aiden Sears

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

AGENDA ITEM B1: APPROVE MINUTES OF THE MARCH 10th, 2025 AGING AND DISABILITY RESOURCE CENTER MEETING

KristL Laux moved for approval of these minutes; seconded by Anna Maleck. No amendments or changes.

AGENDA ITEM C: PUBLIC COMMENTS ON AGENDA ITEMS

There were no comments.

AGENDA ITEM D1: NEW LONG TERM SUPPORT DIVISION MANAGER – ELIZABETH WAGNER

Director Bill Topel introduced the new Long Term Support Division Manager and ADRC Director, Elizabeth Wagner. Elizabeth has a bachelor's degree in psychology, a master's in counseling, and is a licensed social worker. She has worked as the CLTS Supervisor with Winnebago County since 2016. Elizabeth currently oversees the Winnebago County Advisory Committee for Children's Voluntary Services. Members in attendance provided self- introductions to Elizabeth.

AGENDA ITEM D2: DISCUSS MEETING TIMES AND LOCATIONS FOR 2025

Bill Topel shared that Wisconsin State Statute 46.283(6) requires that ADRC's have a governing board with ongoing responsibilities including, providing feedback for enhancements, addressing complaints, and reviewing operations. The board determines how often committee meetings are held along with meeting location/s. Members discussed the potential benefit of quarterly meetings in Neenah and concerns were raised about attendance turn out. Suggestions included providing a presentation at the first meeting held in Neenah to provide education about the ADRC, creating a schedule of meetings, and monthly review/updates to the topics contained within the ADRC handbook. Issues with public transportation in the Neenah/Menasha area was discussed to which Bill clarified that monies from the Older American's Act are to be specifically utilized to subsidize rates and money cannot be withheld as a means of leverage to change public transit routes. Bill added that the ADRC provides Family Care eligibility services and information/referral to resources. All complaints received need to be addressed by the ADRC and reported to the board for review. Committee members agreed to continue monthly meetings, and Elizabeth Wagner will construct future agendas.

AGENDA ITEM E1: COMMITTEE MEMBER UPDATES

KristL Laux discussed problems being encountered with Social Security and that she had created an online post offering that if any Winnebago County residents are having issues to message her. Her post was taken down indicating that it was considered "solicitation". Elizabeth Wagner mentioned that information regarding changes can be verified on the Social Security website.

Anna Malek reported she attended a Narcan training held in Winneconne and a "How to Thrive in any Emergency" training at the Senior Center. While she was in Manitowoc, she picked up the ADRC newsletter and noted that the font was larger and easier to read. Melissa Sell stated that she appreciates the feedback and will increase the font size. The newsletter could be a future agenda item and also is often done outside of staff time.

Elizabeth Wagner reported that she has started in her new position at the ADRC and interviews for her previous position are in process.

Brian Nagler reported the following:

- in March there were 79 enrollments and 69 unduplicated functional screens along with 17 youth transitions are in process
- There is currently a statewide marketing campaign being done through ADRC commercials
- As of April 1st, staff have started using the new charting software called Peer Place and efficiency with using that software will take time. Paul Janty suggested an agenda item of ADRC data trends

AGENDA ITEM F1: "COMMUNITY BEAT" – SHARING OF COMPLIMENTS / COMPLAINTS FROM COMMUNITY, CONSUMERS, PROVIDERS – CUSTOMER SATISFACTION SURVEY

Jill Butler reported the following:

- Customer survey responses have yielded all positive responses
- Jill brought copies of the ADRC directory for members
- Following a suggestion made at the last meeting, information from Public Health was added to the monthly ADRC newsletter.

AGENDA ITEM G1 ITEMS FOR NEXT AGENDA:

- ADRC data trends
- Feedback on ADRC newsletters
- ADRC committee member handbook topics

With no further business the meeting was adjourned at 4:23 p.m. The next meeting will be held on **Monday, May 12th, 2025 at 3:00 p.m. in the Oshkosh Human Services Building in Room 33.**

Respectfully submitted by Julie Kotajarvi and Debra Thill, Human Services Department/jk/dt