

September 7, 2023

**AGING AND DISABILITY RESOURCE CENTER OF  
DOUGLAS COUNTY - ADVISORY COMMITTEE**  
Wednesday, September 13, 2023, 4:15 p.m.  
Government Center, Boardroom 201  
1316 North 14th Street, Superior, Wisconsin  
OR JOIN BY PHONE: (US) +1 662-532-9004 PIN: 597 546 497#  
OR VIDEO: <https://meet.google.com/jzm-imaf-svy>

Please call Erika Johnson (715-395-7532) if you are unable to attend.

MEMBERS: Shawna Anderson, Chair Carol Jones, Vice Chair  
Rosemary Lear Tom Karas Char Kastern

**AGENDA**

Virtual attendance available to public; committee members must attend in-person to constitute a quorum and/or vote.  
Committee to maintain a two-hour meeting limit or take action to continue meeting beyond that time.  
All action items include attachments unless noted.

1. **ROLL CALL**
2. **APPROVAL OF MINUTES**
  - a. March 8, 2023\*
3. **INTRODUCTION OF NEW STAFF**
4. **INFORMATIONAL ITEMS**
  - a. Program update\*
  - b. Conflict of Interest policy
  - c. Budget (To be distributed)
5. **FUTURE AGENDA ITEMS**
6. **ADJOURNMENT**

\*Attachment included

cc: Kaci Lundgren Ann Doucette Shelley Nelson (Telegram) County Board Supervisors  
Anna Carlson Erika Johnson Douglas County Website

NOTE: Attachments to agenda are available in County Clerk's Office for review or copying. Action may be taken on any item listed on the agenda. The County of Douglas complies with the Americans with Disabilities Act of 1990. If you are in need of any accommodation to participate in the public meeting process, please contact the Douglas County Clerk's Office at (715) 395-1341 by 4:00 p.m. on the day prior to the scheduled meeting. Douglas County will attempt to accommodate any request, depending on the amount of notice we received.

Posted: Courthouse, Government Center, Superior Telegram, Superior Public Library

 9-7-23

Name

Date

**AGING AND DISABILITY RESOURCE CENTER OF DOUGLAS COUNTY**  
**ADVISORY COMMITTEE**  
**Wednesday, March 8, 2023, 4:15 p.m.**  
**Government Center, Boardroom 201**  
**1316 North 14th Street, Superior, Wisconsin**

Meeting called to order by Chair Shawna Anderson.

**1. ROLL CALL**

Present – Shawna Anderson, Carol Jones, Rosemary Lear (remote), Char Kastern, Tom Karas.  
Others Present – Erika Johnson, Lexi Scanlon, Committee Clerk.

**2. APPROVAL OF MINUTES**

Motion by Jones, second Karas, to approve minutes from the September 14, 2022, meeting. Motion carried.

**3. ACTION ITEM**

- a. Officer Election:** Annual officer election.

**ACTION:** Motion by Jones, second Kastern, to nominate and elect Anderson as Chair and cast unanimous ballot. Motion carried.

**ACTION:** Motion by Anderson, second Kastern, to nominate and elect Jones as Vice Chair and cast unanimous ballot. Motion carried.

**ACTION:** Motion by Kastern, second Karas to approve officer election.

**4. INFORMATIONAL ITEMS**

- a. Program Update:** Included in agenda.

**b. Conflict of Interest policy:** Policy shared with agenda and reviewed. Signatures not needed by committee members.

**c. 2023 Scope of Services:** Services offered stay the same. Clarification of written language to be provided.

**d. Budget:** 2022 year-end budget not finalized, projected to be under budget. 2023 budget on track.

**5. FUTURE AGENDA ITEMS**

2023 Scope of Services, introduction of new staff, program updates, confirm updates on conflict of interest policy, membership, marketing summary for 2022, projected marketing and future events.

**6. ADJOURNMENT**

Motion by Jones, second Kastern, to adjourn. Motion carried. Meeting adjourned at 4:38 p.m.

Submitted by,

Lexi Scanlon, Committee Clerk

## ADRC Report 2023

**Date: September 2023**

**Submitted by: Erika Johnson, ADRC Director**

Years 2022-2023	Jan 22/23	Feb 22/23	Mar 22/23	Apr 22/23	May 22/23	June 22/23	July 22/23	Aug 22/23	Sep 22/23	Oct 22/23	Nov 22/23	Dec 22/23
<b>Referrals by Type</b>												
Long Term Care Functional Screen	21/13	9/16	14/9	17/10	10/23	16/14	17/10	22/15	8	10	15	15
<b>Number of Clients Served</b>	<b>Jan 22/23</b>	<b>Feb 22/23</b>	<b>Mar 22/23</b>	<b>Apr 22/23</b>	<b>May 22/23</b>	<b>June 22/23</b>	<b>July 22/23</b>	<b>Aug 22/23</b>	<b>Sep 22/23</b>	<b>Oct 22/23</b>	<b>Nov 22/23</b>	<b>Dec 22/23</b>
Elderly Benefit Specialist (EBS) (new cases) <b>Total Cases Open</b>	32/53 <b>3</b>	19/23 <b>2</b>	17/31 <b>6</b>	28/29 <b>3</b>	20/43 <b>4</b>	28/38 <b>10</b>	36/34 <b>3</b>	52/ 	57	71	57	54
Disability Benefit Specialist (new cases) <b>Total Cases Open</b>	7/8 <b>37/36</b>	3/3 <b>39/35</b>	3/6 <b>37/39</b>	2/6 <b>38/40</b>	4/8 <b>33/45</b>	5/5 <b>39/43</b>	6/0 <b>39/43</b>	2/0 <b>39/43</b>	5 <b>42</b>	2 <b>42</b>	1 <b>40</b>	3 <b>39</b>
Total Number of ADRC Contacts*	452/ 485	411/ 496	476/ 464	396/ 296	422/ 348	423/ 462	400/ 436	469/ 468	497	465	440	404
Memory Screens	2/1	1/0	0/1	0/0	7/2	1/3	0/1	0/3	0	1	1	2
<b>Number Served in Long Term Care Programs</b>	<b>Jan 22/23</b>	<b>Feb 22/23</b>	<b>Mar 22/23</b>	<b>Apr 22/23</b>	<b>May 22/23</b>	<b>June 22/23</b>	<b>July 22/23</b>	<b>Aug 22/23</b>	<b>Sep 22/23</b>	<b>Oct 22/23</b>	<b>Nov 22/23</b>	<b>Dec 22/23</b>
Family Care Enrollments	9/10	8/9	7/9	5/5	5/7	7/9	9/12	6/4	4	8	6	6
Family Care Disenrollments	2/4	0/0	1/6	1/0	1/2	3/0	2/2	1/7	2	1	0	0
IRIS Enrollments	0/1	0/1	1/2	2/8	0/1	3/1	2/1	1/2	0	4	3	0
IRIS Disenrollments	0/3	0/0	0/0	0/0	0/1	1/2	2/2	0/0	0	1	1	2
Nursing Home Relocations	0/0	0/0	0/0	1/0	1/0	0/0	0/x	1/x	0	0	0	x
ADRC Formal Complaints	0/0	0/1	0/0	0/0	0/1	0/0	0/0	0/0	0	0	0	0

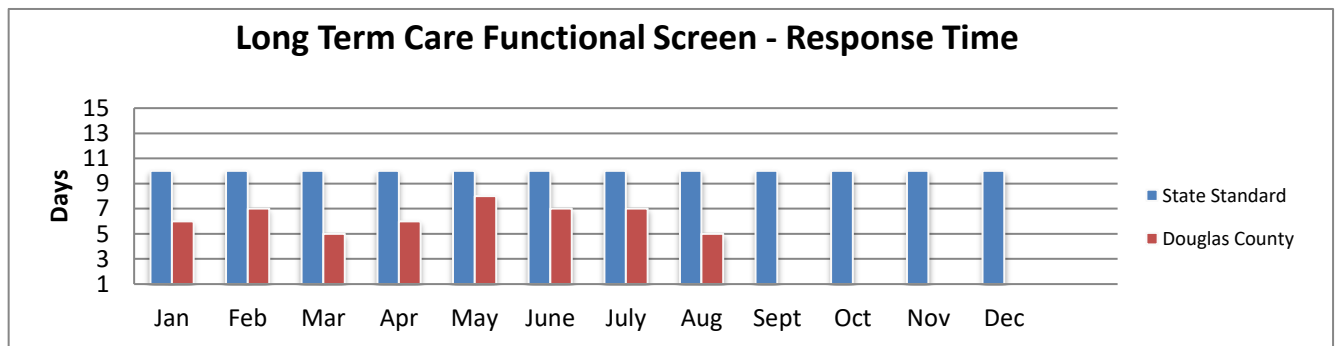
\*ADRC workers are required to record all **Contacts**. A contact represents an individual one-to-one interaction (conversation) that has occurred either in person, at a home visit, ADRC walk-in, telephone, email, or written correspondence where information is exchanged. Each interaction is counted as an encounter and will demonstrate one instance of providing any ADRC activity. A Contact records the **ADRC Outcomes**. An **Outcome** is categorized into the following and must be recorded as such for reimbursement purposes: 1) Provided Information and Assistance 2) Provided Follow Up 3) Provided Options Counseling 4) Administered Long Term Care Functional Screen 5) Provided Assistance with Medicaid Application Process 6) Provided Short Term Service Coordination 7) Provided Enrollment Counseling 8) Provided Disenrollment Counseling 9) Memory Screen 10) Behavioral Mental Health Screens 11) Complaints/Advocacy 12) Community Partners 13) Referral for ADRC

**Disability Benefit Specialist (DBS) Monetary Impact**

- Monetary Impact of Cases Closed:
  - June \$6,264 (6 cases closed)
  - July \$0 (0 cases closes)
  - August \$0 (0 cases closed)

**Alzheimer’s Family and Caregiver Support Program (AFCSP)**

AFCSP	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Total Cases Served	10	8	8	6	8	7	14	13	9	6



Per the ADRC Contract, the ADRC must initiate the functional screen within 10 calendar days of the time the person requests or accepts the offer of a screen.

Health and Human Services  
ADRC  
September 2023

Activity	Program/ Service	Brief Description	Contact Person	Attachment
Health Fairs/Community Events/Speaking Engagements	ADRC	6.5.23 Love Your Brain Workshop – Solon Springs Library 6.8.23 Grandpa & Lucy – Kid’s Memory Book event, Lake Nebagamon 6.21.23 Dementia Friends Informational Session – Human Services 7.26.23 ADA Celebration Community Event – ADRC table 8.14.23 Dementia Live Simulation – County Clerk’s Office 8.30.23 Superior Middle School Open House – Informational table, Children’s Long-Term Support Program	Erika Johnson 715-395-7532 <a href="mailto:Erika.johnson@douglascountywi.org">Erika.johnson@douglascountywi.org</a>	No
Outreach/Marketing	ADRC	May/June & July/August Senior Connections Newsletter Ad – ADRC services June/July & August/September – Senior Reporter Ad, Normal Aging vs. Dementia June, July, August – Superior Telegram, Alzheimer’s Family Caregiver Support 7.4.23 Telegram article – Dementia Programming Facebook Posts	Erika Johnson 715-395-7532 <a href="mailto:Erika.johnson@douglascountywi.org">Erika.johnson@douglascountywi.org</a>	No

Health and Human Services  
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Initiatives	ADRC	Douglas County Community on Transition (CCOT)- Summer break Caregiver Coalition –Conference planning for 9.22.23 Regional Caregiver Conference		