

TAYLOR COUNTY ADRC & AGING AD HOC COMMITTEE

Thursday, December 12, 2019 – 10:00 A.M.

County Board Room, 3rd Floor Courthouse, 224 S 2nd St, Medford, Wisconsin 54451

Members Present: Albrecht, Lemke, Dubiak, Poe (by phone), Brown, Koerner, Thums.

Members Absent: Brandl

Also present: None

Call Meeting to Order: Thums called the meeting to order at 10:00 A.M.

Approve Minutes of the October 1, 2019 meeting: Dubiak moved to approve the minutes of the Taylor County ADRC & Aging Ad Hoc Committee meeting of October 1, 2019; second by Lemke. All Ayes. Motion carried.

Approve the Agenda: Lemke moved to approve the agenda with seven items; second by Albrecht Thums. All Ayes. Motion carried.

Public Input: None

Election of Officers: Tammy Tom-Steinmetz has left her position as Human Services Director so she will no longer serve on this committee. Tom-Steinmetz and Brown had been co-chairs. Brown would prefer not to serve as chair as he is also taking the minutes. Nominations for Chairperson were opened. Albrecht nominated Thums for Chairperson, second by Lemke. Albrecht moved to close nominations and cast a unanimous ballot for Thums, second by Dubiak. Motion carried.

State ADRC Reinvestment Status: The state continues to work on the reinvestment idea, they hope to have a plan by March but there is not a definite timeline. Allocations will remain the same for 2020 for sure.

Review Rough Draft Budget for an Integrated Agency: A rough draft budget of personnel expenses was reviewed. The current ADRC funding allocation would not cover the personnel expenses. Hopefully, the state will make changes to the allocations in the future.

Plan Next Steps for Integration: The ADRC of the Northwoods withdrawal timeline was discussed. No action planned until the state releases more information on the reinvestment plan.

Set Next Meeting Date: The next meeting of the Taylor County ADRC & Aging Ad Hoc Committee will be at the call of the Chairperson.

Adjourn Meeting: With no further business, Dubiak moved to adjourn; second by Lemke. All Ayes. Motion Carried.

TAYLOR COUNTY ADRC & AGING AD HOC COMMITTEE

Tuesday, October 1, 2019 – 1:00 P.M.

Human Services Board Room, 540 E College Ave, Medford, Wisconsin 54451

Members Present: Albrecht, Lemke, Dubiak, Tom-Steinmetz, Brandl, Poe, Brown, Thums.

Members Absent: Koerner

Also present: None

Call Meeting to Order: Tom-Steinmetz called the meeting to order at 1:00 P.M.

Approve Minutes of the August 8, 2019 meeting: Thums moved to approve the minutes of the Taylor County ADRC & Aging Ad Hoc Committee meeting of August 8, 2019; second by Lemke. All Ayes. Motion carried.

Approve the Agenda: Albrecht moved to approve the agenda with seven items; second by Thums. All Ayes. Motion carried.

Public Input: None

Report on the ADRC of the Northwoods September Board Meeting: Poe reported that at their September meeting the ADRC of the Northwoods board discussed amending their bylaws to allow partners to withdraw from the regional ADRC with less than 16 months' notice. The ADRC board decided not to amend the bylaws meaning that partners are able to withdraw from the regional ADRC on January 1st following 16 month's advance notice. The board felt that the provision in the bylaws that allows partners to be released with less than 16 months' notice if it is approved by a two-thirds majority of the ADRC of the Northwoods board was sufficient.

Plan Next Steps for Integration: The committee discussed what the next steps should be based on the report on the ADRC board meeting. Hopefully the state will provide more information on their plans for changes to ADRC funding at the meeting for ADRC directors on November 6th. There was discussion on funding, Forest County's plans and why the committee is looking at integration. It was decided that a draft budget will be put together for the next meeting so that the committee has an idea of what it would cost to operate an integrated single county ADRC and how that compares to the current ADRC funding allocation for Taylor County.

Set Next Meeting Date: The next meeting of the Taylor County ADRC & Aging Ad Hoc Committee will be November 12, 2019, 11:00 A.M. at the Human Services Board Room in Medford.

Adjourn Meeting: With no further business, Albrecht moved to adjourn; second by Dubiak. All Ayes. Motion Carried. Meeting adjourned at 1:34 P.M.

TAYLOR COUNTY ADRC & AGING AD HOC COMMITTEE

Thursday August 8, 2019 – 1:00 P.M.

Human Services Board Room, 540 E College Ave, Medford, Wisconsin 54451

Members Present: Albrecht, Lemke, Dubiak, Tom-Steinmetz, Brandl, Poe (by phone), Koerner, Thums.

Members Absent: Brown

Also present: Mike Bub and the Star News

Call Meeting to Order: Tom-Steinmetz called the meeting to order at 1:00 P.M.

Approve Minutes of the July 23, 2019 meeting: Dubiak moved to approve the minutes of the Taylor County ADRC & Aging Ad Hoc Committee meeting of July 23, 2019; second by Albrecht. All Ayes. Motion carried.

Approve the Agenda: Thums moved to approve the agenda with seven items; second by Albrecht. All Ayes. Motion carried.

Public Input: Mike Bub shared with the Ad Hoc Committee his concerns regarding the resolution.

Resolution on Intent to Withdraw from the ADRC of the Northwoods: The bylaws of the ADRC of the Northwoods allow partners to withdraw from the regional ADRC on December 31st, after at least 16 months' notice has been given. In order to leave for January 2021, the Taylor County Board would need to pass a resolution and send it to the ADRC by September 1, 2019. There was discussion on current ADRC funding and changes to the funding that have been proposed, as well as the timeline for those changes. The main conclusion was that the state has not introduced a complete plan for any changes yet but is it anticipated they will do so. There was a discussion about the resolution and the merit of moving it forward or obtaining additional fiscal information. The committee discussed asking the ADRC Board to place on their agenda for discussion an action to change the bylaws so as to reduce the 16 months' notice requirement. The committee recommended 8- or 9-month notice. The recommendation will be brought to the ADRC Board. The ADRC Board meeting is on September 27, 2019. The committee decided to not to move forward with the resolution and will reintroduce it when additional information is available.

Set Next Meeting Date: The next meeting of the Taylor County ADRC & Aging Ad Hoc Committee will be October 1, 2019, 1:00 P.M. at the Human Services Board Room in Medford.

Adjourn Meeting: With no further business, Albrecht moved to adjourn; second by Lemke. All Ayes. Motion Carried. Meeting adjourned at 1:57 P.M.

TAYLOR COUNTY ADRC & AGING AD HOC COMMITTEE

Tuesday, July 23, 2019 – 1:00 P.M.

Human Services Board Room, 540 E College Ave, Medford, Wisconsin 54451

Members Present: Albrecht, Lemke, Dubiak, Tom-Steinmetz, Brandl, Brown, Poe, Koerner

Members Absent: Thums

Also present: None

Call Meeting to Order: Tom-Steinmetz called the meeting to order at 1:00 P.M.

Approve Minutes of the June 26, 2019 meeting: Lemke moved to approve the minutes of the Taylor County ADRC & Aging Ad Hoc Committee meeting of June 26, 2019; second by Albrecht. All Ayes. Motion carried.

Approve the Agenda: Albrecht moved to approve the agenda with eight items; second by Dubiak. All Ayes. Motion carried.

Public Input: None

ADRC & Commission on Aging Organizational Charts: The Commission on Aging and ADRC organizational charts were reviewed. An integrated organizational chart was sketched out showing the Commission on Aging and ADRC positions all reporting to one director. The director would report to a combined ADRC & Aging committee, which would in turn report to the Taylor County Board. There was discussion about the steps that would need to be taken to implement this organizational structure. An ordinance would need to be passed to change the committee structure. Job descriptions would have to be developed for ADRC positions and then they would have to go through the JDQ process to determine their placement on the county's wage scale. The number of position authorizations would need to be increased. A plan for how to transition employees and their benefits would need to be developed. Funding would need to be clarified.

Resolution on Intent to Withdraw from the ADRC of the Northwoods: The bylaws of the ADRC of the Northwoods allow partners to withdraw from the regional ADRC on December 31st, after at least 16 months' notice has been given. There was discussion on leaving the regional ADRC for January 2021 or January 2022. In order to leave for January 2021, the Taylor County Board would need to pass a resolution and send it to the ADRC by September 1, 2019. There was discussion on current ADRC funding and changes to the funding that have been proposed, as well as the timeline for those changes. The main conclusion was that the state has not introduced a complete plan for any changes yet but is it anticipated they will do so. A draft resolution was reviewed. It will be adjusted and brought to the next meeting for approval. The Commission on Aging committee and Human Services board will also consider the resolution at their August meetings so that it could be sent to the County Board with the support of all three committees. Discussion followed on what other information should accompany the resolution.

Set Next Meeting Date: The next meeting of the Taylor County ADRC & Aging Ad Hoc Committee will be August 8, 2019, 1:00 P.M. at the Human Services Board Room in Medford.

Adjourn Meeting: With no further business, Albrecht moved to adjourn; second by Lemke. All Ayes. Motion Carried. Meeting adjourned at 1:57 P.M.

TAYLOR COUNTY ADRC & AGING AD HOC COMMITTEE

Wednesday, June 26, 2019 – 10:00 A.M.

Human Services Board Room, 540 E College Ave, Medford, Wisconsin 54451

Members Present: Albrecht, Lemke, Dubiak, Tom-Steinmetz, Brandl, Brown, Poe

Members Absent: Thums

Also present: Becky Dahl & Roby Fuller with the ADRC of Eagle Country joined the meeting by phone.

Call Meeting to Order: Tom-Steinmetz called the meeting to order at 10:00 A.M.

Approve the Agenda: Dubiak moved to approve the agenda with ten items; second by Lemke. All Ayes. Motion Carried.

Public Input: None

Election of Officers: There was discussion about who should serve as chairperson. Dubiak moved to elect Tom-Steinmetz and Brown as co-chairpersons for the committee; second by Albrecht. Motion carried.

Phone Conversation with ADRC of Eagle Country: Becky Dahl, Regional Manager of the ADRC of Eagle Country and Roby Fuller, Director of the ADRC of Eagle Country Prairie du Chien location joined the meeting by phone. They spoke about the structure of the ADRC of Eagle Country. All four of their offices started out with ADRC and Aging integrated. The Prairie du Chien location is a stand-alone department of Crawford County and has 7 full-time staff; a Director, a Disability Benefits Specialist, an Elder Benefits Specialist, 2 Information & Assistance Specialists, a Home-delivered Meals & Outreach Coordinator and an Administrative Assistant. I & A Specialists can recommend as services when visiting people in their home and can-do reviews for the National Family Caregiver Support Program. They do not capture as much MA drawdown when they help with this program, but it has other benefits. Staff is required to remain unbiased and provide all options for services, not just those provided through the ADRC. Adult Protective Services is provided through the Human Services departments in all four counties, but there is a good working relationship between APS and the ADRC. Crawford, Juneau and Richland Counties do not put any county levy into the ADRC programs. Sauk County does put levy into the ADRC programs, mostly because their wages are significantly higher than the other counties. All four counties put some county levy into the Aging programs. It can be a challenge to explain to board members how the budget works, which parts are funded by ADRC money and which parts are funded by Aging money. Supervision authority can be challenging at times with a regional model.

Review Structure and Purpose of ADRC & Aging AD Hoc Committee: The structure of a county board committee was reviewed, including that agendas are posted, minutes published and that meetings are open to the public unless specifically noticed for closed session. The purpose of the committee is to come up with a recommendation on integrating the Aging &

Disability Resource Center and Commission on Aging into one department that can be given to the County Board for their consideration.

Review Aging Unit and ADRC Self-Assessment for an Integrated Agency: The Bureau of Aging & Disability Resources provided the self-assessment for counties that are looking at integrating their ADRC and Aging Unit. The committee reviewed the assessment examining each of the points necessary to be a single integrated agency, noting the areas that will require work and those that are already complete.

Identify Key Dates and Timeline for Integration: The Bureau of Aging & Disability Resources indicated to Brown that they need three to six months from when they receive an application to form an ADRC to when they approve the application and the ADRC opens. The committee had identified January 2021 as a target date to integrate the ADRC and Commission on Aging, which would mean an application would need to be submitted between June and August of 2020. Other key dates would be the start of the county budget process in July of 2020 and its completion in October 2020. Finally, the ADRC of the Northwoods bylaws require members counties to provide 16 months' notice if they plan to withdraw from the region. This would require Taylor County to notify the ADRC of the Northwoods of their intention to withdraw by September 2019.

Set Next Meeting Date: The next meeting of the Taylor County ADRC & Aging Ad Hoc Committee will be July 23, 2019, 1:00 P.M. at the Human Services Board Room in Medford.

Adjourn Meeting: With no further business, Albrecht moved to adjourn; second by Dubiak. All Ayes. Motion Carried. Meeting adjourned at 11:33 A.M.