

**PROCEEDINGS OF THE AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY BOARD MEETING
May 24, 2018**

PRESENT: Patricia Finder-Stone, Bev Bartlett, Linda Mamrosh, Arlie Doxtater Larry Epstein, Randy Johnson, Mary Derginer, Tom Smith, Sam Warpinski

EXCUSED: Debi Lundberg, Melanie Maczka

ABSENT: Mary Johnson

ALSO PRESENT: Devon Christianson, Christel Giesen, Kristin Willems, Denise Misovec, Jennifer Hallam-Nelson, Allyson Crass, Sheri Mealy, Megan Borchardt, Anne Zieglmeier

The meeting was called to order by Chairperson Epstein at 8:32 a.m.

PLEDGE OF ALLEGIANCE:

INTRODUCTIONS:

ADOPTIONS OF AGENDA:

Ms. Finder-Stone/Mr. Smith moved to adopt the agenda. **MOTION CARRIED.**

APPROVAL OF MINUTES OF REGULAR MEETING OF APRIL 26, 2018:

Mr. Smith/Ms. Bartlett moved to approve the minutes for the April 26, 2018 Meeting. **MOTION CARRIED.**

COMMENTS FROM THE PUBLIC: None

FINANCE REPORT:

REVIEW AND APPROVAL OF APRIL 2018 FINANCE REPORT:

Ms. Bowers referred to the Grounded Café Financial Highlights Report to demonstrate the expenses and revenues from April 2018.

Ms. Bowers referred to the April, 2018 Financial Highlights and ADRC Summary Report to demonstrate the expenses and revenues for April, 2018.

Ms. Derginer/Ms. Bartlett moved to approve April, 2018 Financial Highlights & ADRC Summary. **MOTION CARRIED.**

REVIEW AND APPROVAL OF RESTRICTED DONATIONS REPORT FOR APRIL 2018:

Ms. Bowers referred to the April, 2018 Restricted Donations report to highlight the new restricted donations and expenses from restricted donations in April.

DIRECTORS REPORT:

A. GROUNDED CAFÉ-SALES GOALS AND PROJECTIONS

Ms. Christianson explained that donations received from "Give Big Green Bay" event have made it possible to open the Grounded Café on Saturdays in summer to coincide with the Farmer's Market. In the past Grounded has opened for a car show on a summer Saturday with much success. There are thousands of people that walk right by the building each week. The goal is to get many new people through the ADRC doors as possible. Coordinators will also volunteer to help out. The ADRC is currently recruiting for Lead Café' and LTE Café' positions. Ms. Christianson also shared that she would also like the café' to capitalize on the fresh fruits and vegetables by partnering with vendors.

Ms. Christianson explained that overall the café is doing well. A new sandwich station has just been added in order to create efficiencies in the kitchen area. A new breakfast sandwich and omelet option has been added to the menu recently.

B. ADRC EMPLOYEES AS VOLUNTEERS POLICY:

Ms. Christianson shared that she worked with Brown County HR to develop the ADRC Employees as Volunteers Policy. Ms. Christianson said that without this policy ADRC employees were not able to volunteer at the ADRC. This policy will make it possible to allow a non-exempt employee to volunteer for roles that are unrelated to their current duties as long as

they register as a volunteer and navigate any conflicts with their coordinator. Ms. Christianson explained that employees cannot volunteer and perform duties that are similar or the same as duties they perform as a part of their regular job. In addition, there will be no pressure or coercion for staff to volunteer at the ADRC. Additional discussion ensued.

Ms. Finder-Stone/Mr. Smith moved to approve the ADRC Employees as Volunteers Policy. **MOTION CARRIED.**

C. DENMARK & PULASKI UPDATES:

Ms. Christianson explained that the task force is continuing to meet with both communities and have been narrowing down the options. Additional Conversation ensued.

Ms. Christianson explained that it feels fair and productive to have similar ADRC support in both communities that have both struggled with having adequate congregate diners. The ADRC is committed to the Home-Delivered meal program and we would like to explore the opportunity to do outreach with all the rural communities and make congregate dining available for a special educational event that would draw a larger crowd. The ADRC is committed to rural communities and wants to respond to the feedback received during the community conversations.

Sara Koenig from the Office on Aging at the State Department of Health Services discussed the options with Ms. Christianson and is excited about this proposal/idea to have these educational events with a meal in different communities in Brown County.

D. AGING PLAN PROGRESS:

Ms. Christianson explained that all focus groups have been conducted and the ADRC is in process of conducting Coordinator retreats to write the goals for the 3 Year Plan. The Board of Directors can look forward to details and information on the feedback that was received from the focus groups soon. The initial plan is due for submission on July 20, 2018. Following the initial review by GWAAR, the board will receive the Aging Plan in August for review at the ADRC Board Meeting.

E. BACC SUMMIT REPORT:

Ms. Christianson explained that BACC began as a group of concerned advocates with a goal of staying in touch with happenings in the community. The original founders were the Greater Green Bay Chamber, United Way of Brown County and the Greater Green Bay Community Foundation

In 2011 and again in 2016, St. Norbert's College and UWGB conducted a community survey called The Life Study project that surveyed 2500 community members to understand how Brown County views itself. BACC had 2 summits following the Life Studies to gather together community leaders to identify action items from information items received in the Life Study.

Ms. Christianson presented a power point created by the BACC designed for community outreach following the most recent summit. The presentation outlines each of the 4 areas where action is needed to include:

- Brown County- A Community of Choice
- Pathways to Success
- Diversity
- Civic Participation & Leadership

There will be feature articles in the Press-Gazette and BACC will unveil major community players next.

The full document is posted on the BACC website. Included in the information was data regarding Aging & People with Disabilities populations for the ADRC to use for the 3 year aging plan and 2019 budget.

STAFF REPORT: SHERI MEALY-DEMENTIA CARE SPECIALIST

Dementia Care Specialist-Ms. Mealy described the unit mission and summary. Ms. Mealy introduced the Dementia Care Assistant-Anne Zieglmeier. Ms. Zieglmeier was hired in February and is assisting with outreach, Memory Cafes, Purple Angel Project and preparing for meetings and presentations.

Ms. Mealy shared the department goals are to assist Brown County in becoming a Dementia Capable Community. Dementia 101 training is conducted for ADRC staff and volunteers. Dementia 201 includes information on behaviors and intervention. Ms. Zieglmeier follows up with any customers that received an abnormal result in the memory screen and data will be forth coming as to the diagnosis results from the memory screens. DCS is also available for caregiver support over the phone and in both office and home visits and collaborates with Information and Assistance as well. Dementia education including disease stages and intervention

is also conducted. Ms. Mealy explained a new intervention evidenced based program for customers is the DICE approach to Dementia. (Describe, Investigate, Create and Evaluate)

Ms. Christianson thanked the ADRC Board of Directors for advocating for the DCS position.

LEGISLATIVE UPDATES:

Ms. Christianson referred to several position papers that were provided and asked the board to contact legislators when they are back in session if they were so moved to do so.

ANNOUNCEMENTS: None

NEXT MEETING – ADRC- 300 S. Adams St. July 12, 2018 at 8:30 AM.
Executive Committee Meeting June 28th & Finance 101

ADJOURN:

Mr. Johnson/Mr. Warpinski moved to adjourn the meeting. **MOTION CARRIED.**

The meeting adjourned at 10:30 a.m.

Respectfully Submitted,
Kristin Willems,
Administrative Specialist