

PROCEEDINGS OF THE AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY BOARD MEETING

October 31, 2024

PRESENT IN-PERSON: Robert Johnson, Dennis Rader, Eileen Littig, Eric Seubert, Jose Garcia Chevrest, Amy Bushman, Jim Pecard, Marvin Rucker

PRESENT VIRTUALLY: Michael Conley-Kuhagen, Amy Barhite

EXCUSED: Greg Tilkens, Sandra Skenadore

ALSO PRESENT: Devon Christianson, Heather Bawyn, Christel Giesen, Michelle Erdmann, Teri Bradford, Jessica Gaedtke, Laura Wintheiser, Tristin Zeman, Ker Vang, Lisa Conard (virtual), Denise Misovec (virtual),

Chair Johnson called the meeting to order at 8:32AM.

PLEDGE OF ALLEGIANCE & LAND ACKNOWLEDGEMENT

INTRODUCTIONS: Introductions were offered, and guests welcomed.

REVIEW OF AGENDA: Chair Johnson reviewed the agenda as presented.

APPROVAL OF MINUTES OF REGULAR MEETING OF September 26, 2024: Ms. Littig/Mr. Rader moved to approve the minutes for the September 26, 2024 meeting as presented. **MOTION CARRIED with no negative vote.**

COMMENTS FROM THE PUBLIC: None.

Ms. Barhite joined the meeting at 8:39am.

FINANCE REPORT UPDATE AND REVIEW

Review of the September 2024 Finance Report

Ms. Bawyn, Finance Coordinator, reviewed the September 2024 Finance Report noting the following highlights:

- Strong investment activity
- YTD salary and fringe are under budget and projected to be over budget at yearend
- 81.57% of the senior nutrition meals are home delivered with the remainder being congregate meals
- Grounded Café sales are up 42% from last year, cost of goods sold was 61% in September, and the focus is to decrease expenses and increase catering sales during the off-season for the food truck.

Ms. Gulyas/ Mr. Pecard moved to receive the September 2024 Finance Report and place it on file. **MOTION CARRIED with no negative vote.**

Final County Budget

Ms. Bawyn presented the final 2025 budget.

Ms. Littig/Mr. Rader moved to receive the Final 2025 Budget and place it on file. **MOTION CARRIED with no negative vote.**

Review of Donor Directed Donations

Ms. Bawyn reviewed the Donor Directed Donations Report through September 2024 noting a gift to Grounded Café in the amount of \$1,000.

Ms. Bushman/Ms. Littig moved to receive the Donor Directed Donation Report and place it on file. **MOTION CARRIED with no negative vote.**

85.21 SPECIALIZED TRANSPORTATION 2025 DRAFT PLAN, KER VANG

Mr. Ker Vang, Senior Planner with Brown County Planning Commission/Green Bay Metropolitan Planning Organization (MPO), shared information about the Commission and MPO. Mr. Vang reviewed the 85.21 Specialized Transportation Program, funding, purpose and 2025 Brown County Plan highlighting the following projects: Curative Connections, Brown County Health and Human Services CTC, Salvation Army, and Casa ALBA Melanie which is a new program to support transportation services for their senior program. Planning staff are recommending that each program be fully funded.

Discussion ensued regarding transportation needs throughout the community and desire to have a presentation at a future date to gain additional understanding of the needs and services provided throughout the community.

Director Christianson shared information about the variety of transportation services in Brown County including the

role of the Mobility Management Program of Brown County. Mr. Vang agreed to send contact information to the Brown County Mobility Coordinator.

Mr. Rader left the meeting at 9:05am.

Denise Misovec left the meeting at 9:09am.

Michelle Erdmann, Teri Bradford, Jessica Gaedtke, Laura Wintheiser joined the meeting at 9:10am

ADRC DIRECTOR'S REPORT

ADRC 2025-2027 Aging Final Plan

Director Christianson reviewed the 2025-2027 Aging Final Plan highlighting updates based on feedback from the public hearing. Maps were added and action steps are being updated based on the input.

Ms. Bushman noted the high percentage of older adults who reside in the rural areas emphasizing the need to connect with the rural communities.

Ms. Gulyas/Ms. Littig moved to approve the 2025-2027 Aging Final Plan as presented. **MOTION CARRIED with no negative vote.**

County Board Public Hearing- Human Service Committee

Director Christianson noted that the Brown County Human Services Committee and the Brown County Board of Supervisors meeting approved the ADRC 2025 final budget as presented.

Policy Review and Approval: Grant and Fund Development Policy, NFCSP/AFCSP Caregiver Wait List Policy

- **Alzheimer's Family Caregiver Support (AFCSP) & National Family Caregiver Support Program (NFCSP) Waitlist Policy** – Ms. Bradford provided an overview of the program and impact with the loss of ARPA funding reducing capacity. The policy allows the customers on the wait list to have priority and guides how ADRC assists and supports family caregivers. Discussion

Request by Chair Johnson for board members to send a letter to each legislator about the implementation of this waitlist and the impact on customers.

Ms. Littig/Ms. Gulyas moved to approve the AFCSP & NFCSP Waitlist Policy as presented. **MOTION CARRIED with no negative vote.**

Ms. Barhite left the meeting at 9:30am.

Michelle Erdmann, Teri Bradford, Jessica Gad left the meeting at 9:35am

- **ADRC Fund Development Policy** –Ms. Zeman, ADRC Communications Manager, reviewed the ADRC Fund Development Policy including the roles, ethical standards, clarity that ADRC services are not impacted by a person's ability or decision to donate, gift acceptance, stewardship and recognition.

Ms. Littig/Ms. Gulyas moved to approve the ADRC Fund Development Policy as presented. **MOTION CARRIED with no negative vote.**

- **ADRC Grant Policy**- Ms. Zeman reviewed the ADRC Grant Policy including the roles, ethical standards, commitment to mission and values, diversification of funding, stewardship and reporting.

Ms. Littig/Ms. Bushman moved to approve the ADRC Grant Policy as presented. **MOTION CARRIED with no negative vote.**

Michelle Erdmann, Alma Costa, Jaunita Hernandez and Ami Mendez of Casa ALBA joined the meeting at 9:50am.

UNIT REVIEW: PREVENTION PARTNERS REACHING POPULATIONS, MICHELLE ERDMANN AND GUESTS

Ms. Erdmann introduced the partners and provided context to the work being done and presented a power point highlighting collaborative efforts Casa ALBA Melanie, Oneida Nation and Hmong American United of Green Bay. Programs include Time Slips, Healthy Living with Diabetes, Senior Nutrition Dining, Senior Farmers Market Vouchers, Stepping On Falls Prevention and SPARK Creative Cultural Program with partner museums. Future endeavors include expanded communities and programs.

Partners shared their experiences with the program noting the importance of member involvement in the project selection. In the end the participants were grateful and allowed an opportunity to manage isolation. Janita Hernandez shared her experience with the open ended questions that invited dialogue, friendships to develop and an observation that by increasing relationships, connections and reducing isolation there is a positive impact on

physical health and wellbeing through the program. A video featuring the final Time Slips Project was shared.
https://www.youtube.com/watch?v=gTQ_VZQ_sH4

Ms. Conard left the meeting at 9:55am.

Mr. Rucker joined at 10:05am.

Mr. Conley-Kuhagen left the meeting at 10:10am.

Mr. Garcia left the meeting at 10:13am

Efforts to engage the rural community in Denmark were highlighted including connections with the Spanish speaking community members and hosting a family caregiver event in Denmark.

Ms. Erdmann reviewed ADRC services, opportunities for individuals to access those services, and partnerships to expand capacity while assuring that we are not duplicating services and working with community coalitions to advance the next steps.

Michelle Erdmann, Jaunita Hernandez, Ami Mendez, Alma Costa, and Laura Wintheiser left the meeting at 10:26am.

ADRC DIRECTOR'S REPORT, CONTINUED

Next Steps for Library and Central Kitchen

Director Christianson shared the December ADRC Board Meeting will be held jointly with the Brown County Library Board at the Central Library with the meeting to include an overview and vision of the space. If the concept is approved in December, the next step will be to present and obtain support from the Human Services Committee and Brown County Board of Supervisors.

ADVOCACY OPPORTUNITIES & ANNOUNCEMENTS: None.

ADJOURN AND NEXT MEETINGS

Note there is no ADRC Board of Director's meeting in November. The Nominations & HR Committee will meet on November 14th at 8:30AM and all board members are welcome to participate.

The next ADRC Board meeting is scheduled for **December 12th at 8:30AM** at the lower level of the Brown County Central Library located at 515 Pine Street, Green Bay, WI.

Ms. Bushman left the meeting at 10:25am

Chair Johnson adjourned the meeting at 10:37am.

Respectfully Submitted,
Christel Giesen
Assistant Director