

**ADRC COMMITTEE MEETING
MINUTES
May 20, 2020**

COMMITTEE MEMBERS PRESENT: Chairperson Steven Schreier, Ted Cushing, Russ Fisher, Robert Thome Jr., Carol Pederson, Dr. Walt Gager, Joan Hauer, Dawn Winqvist, Nancy Watry

COMMITTEE MEMBERS EXCUSED ABSENT: None

STAFF PRESENT: Joel Gottsacker, Dawn Johnson

OTHERS PRESENT: Roger Youngren, Northwoods Transit manager.

Call to order: Chairperson Steven Schreier called the meeting to order at 9:00 a.m. on the first floor of the Health & ADRC Building, 100 W. Keenan Street, Rhinelander, WI. The meeting has been properly posted in accordance with the Wisconsin Open Meeting Law and the facility is handicap accessible.

Approval of agenda: Motion by Cushing/Pederson to approve today's agenda with the order of items at the Chair's discretion. All ayes; motion carried.

Public comment/communications: Dick DeHart who was a member of the Nutrition Advisory Council and long-standing Meals on Wheels driver passed away on Monday May 4, 2020.

Minutes of March 11, 2020: Motion by Winqvist/Gager to approve the March 11, 2020 ADRC Committee minutes. All ayes; motion carried.

Date/time/location of next meeting: The next meeting will be Wednesday, June 17, 2020 at 9:00 a.m. on the first floor of the Health & ADRC building.

Election of Vice Chair: Schreier asked for nominations for the Vice –Chair position. Cushing nominated Carol Pederson for the Vice-Chair position. The nomination was seconded by Gager. No other nominations were made. Chairperson Schreier closed nominations. By unanimous consent, Pederson was appointed Vice-Chairperson for the ADRC Committee.

2019 Department Budget Closeout: Gottsacker referred to the budget spreadsheet handout and pointed out on this report the ADRC was able to claim Federal match above the budgeted amount, resulting in \$50,000 given to the County. The ADRC returned approximately \$17,000 in county levy. In the congregate nutrition program, the ADRC was under spent due in part to the requirement to spend program

contributions before Federal funds are used. Those unspent funds are not carried over into the new year.

Safer at Home Order and ADRC Response: Safer at home began around St. Patrick's Day when we had a quite a few diners to eat here at the Rhinelander site. Diners were separated and distributed between three rooms to assure social distancing. The congregate meal program was suspended on March 19th. Congregate diners can now request take-out meals and the home delivered meals have continued. The funding source all meals take-outs and home delivered meals are now both classified as home delivered meals.

The ADRC Specialists are primarily working from home. They only come in a few hours a week to do paperwork. The activities coordinator has been furloughed. The receptionist is furloughed three days per week. All activities have been suspended for the foreseeable future. There is not a lot of foot traffic. Public areas are being maintained and regularly sanitized. Some specialists are starting to have people come in for limited face-to-face appointments. Customers are required to wear a mask and hand sanitizer is provided.

Winqvist asked if we are ready for July 1st when entitlement for Family Care goes into effect. Gottsacker responded that we are ready, but the work will continue until the end of June. Phone screens are being done and we will have to modify how we conduct business for quite some time. Watry asked when we expect to have congregate dining again. Gottsacker reported not that that can happen at Phase 3 of the Onward Oneida County plan. Informational only, no action taken.

FFCRA and Cares Act grants update: Gottsacker reported that the Federal government has passed two bills and the grant money from the Families First Coronavirus Response Act (FFCRA) is \$34,404 for the home delivered meal program. Dollar amounts from the Coronavirus Aid, Relief, and Economic Security (CARES) Act are available in our claim form, but the contract has not yet been received. Gottsacker reported that we expect \$30,830 for III-B Supportive Services, \$65,971 for home delivered meals and \$13,961 for the caregiver program. Most of this funding should be able to be carried forward to 2021. Informational only, no action taken.

RSVP grant update: Gottsacker reported that the ADRC received notice of award at the end of March for an April 1 start date. LRES approved the RSVP Coordinator position but because it is not deemed an essential position, it will not be posted to be filled at this time. The position is required to be full time unless a waiver is negotiated. Gottsacker applied for a waiver for himself to be a part-time director temporarily. The waiver was granted until June 17. The grant usually requires a 10 percent match, however, because of the pandemic the match has been waived. The grant requirement is at least 150 volunteers. We have that just through the nutrition and escort program in the county. Informational only, no action taken.

Northwoods Transit Connections Update: Roger Youngren gave the update. Youngren introduced himself and gave the committee a brief work history. Transit is slower due to the pandemic and had to suspend the fixed routes between municipalities. Headwaters suspended its routes as well. Fares were suspended to eliminate the drivers having to handle money. On-demand service in Rhinelander, Eagle River and the Lakeland area continues. The three new buses arrived on March 17th. A replacement van was received on April 23rd. Currently there is only three full time employees in the office and one part-time dispatcher and a few drivers. Due to the reduced routes, some of the drivers have been laid off. Transit moved to a new facility in March which has ample space and the mechanic can now work out of the weather inside a garage. Audits by Wipfli and the DOT are both being done. The ridership report shows that in January 3730 riders, February 3135 and March 2186. In April, it dropped to 1008. They have installed shower curtains to mitigate virus transmission and buses are being sanitized daily. Informational only, no action taken.

Future Agenda topics: RSVP grant, merger update safer at home and all usual items.

Public comment/communications: No comments.

Adjournment: 9:40am

Dawn Johnson

Committee Chairman

Committee Secretary