



**COUNCIL ON AGING**

**ADVISORY BOARD AGENDA**

**Wednesday, June 17, 2020, 9:00 a.m.**

**Council on Aging Office**

**3328 US Highway 51 North, Janesville, Wisconsin**

**NOTE: This is a Teleconference**

Join Zoom Meeting

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**Join from a telephone:**

- On your phone, dial the phone number provided above
- Enter the meeting ID number when prompted, using your dial-pad.
- Please note that long-distance charges may apply. This is not a toll-free number.
- Board Members: Please identify yourself by name
- **Please mute your phone when you are not speaking to minimize background noises**

- We are new at holding meetings this way, so please be patient

Instructions for the hearing impaired –

<https://support.zoom.us/hc/en-us/articles/207279736-Getting-started-with-closed-captioning>

If you are interested in providing public comments on items on this agenda, you must submit your comments by noon on Monday, June 15, 2020. To submit a public comment use the following email: [paula.schutt@co.rock.wi.us](mailto:paula.schutt@co.rock.wi.us).

- A. Call to Order
- B. Approval of Agenda
- C. Roll Call
- D. Introduction of Visitors
- E. Approval of May 20, 2020 Advisory Board Minutes
- F. Citizen Participation, Communications and Announcements
- G. Staff Report
  - 1. Director .....Paula Schutt
  - 2. Elder Benefit Specialist..... Lachel Fowler
  - 3. Mobility Management.....Jennifer McIlhone
  - 4. Transit..... Ryan Booth
  - 5. Caregiver Specialist.....Julie Seeman
  - 6. Health Promotion Coordinator.....Lisa Messer
- H. New Business
- I. Old Business
  - a. Aging Goals Report
- J. Reports
  - 1. County Board of Supervisors, Supervisor
  - 2. ADRC of Rock County, Vicky O'Donnell
- K. Adjournment

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**COUNCIL ON AGING ADVISORY BOARD MINUTES**  
**Wednesday May 20, 2020, 2020**

**Call to Order:** The meeting of the Council on Aging Advisory Board was called to order at 9:20 a.m. All present were participating via ZOOM or the telephone.

**Approval of Agenda:** A motion was made by Debbie Kraus and seconded by to approve the agenda. Motion carried.

**Roll Call:**

Present: Vicky O'Donnell, Mark Richardson, Janet Smith, Janice Turner and, Patricia Burhans, Jean Boyle, Robert Borremans, Tom Brien, Sue McGinniss, Vicky Gobel, Debbie Kraus, Jack Kooyman, Karen Ferguson

Excused: Sherril Gilbertson, Rena Dewar

Unexcused: none

Staff Present: Paula Schutt, Julie Seeman, Lisa Messer, Ryan Booth, Lachel Fowler, Jennifer McIlhone

**Introduction of Visitors:** Marilyn Bondehagen and Pam Bostwick

**Approval of February 19, 2020 Advisory Board Minutes:** A motion was made by Pat Burhans and seconded by Karen Ferguson, to approve the February 19, 2020 Advisory Board minutes. Motion carried.

**Citizen Participation, Communications and Announcements:** Pat Burhans announced an upcoming Parkinson Conference. Karen Ferguson announced that the churches of Milton were beginning a Memory Café.

**Staff Reports:**

**Director:** Paula announced that Josh Smith sent out the memo that the County would be reopening, she talked about the Rock Rebound Plan, and said that the Council on Aging has a plan they are phasing in slowly. She announced that the proposed merger of the COA and the ADRC has been put on hold, due to COVID 19. Presentations had been made explaining the pros and cons to both EVAS Committee and the Human Services Advisory Committee. Currently, the EVAS committee is comprised of all new members. It will need to be re-presented to them. She welcomed all board members to go to the County Health Department Web page and look at the Phased Opening plans. Mark Richardson asked if work was continuing on the new building. Paula

replied that it had been halted for just a bit. Plans are to move forward now. Tom Brien stated that bids will go out in June. Sue McGuinness asked if it was normal for the EVAS Committee to all be replaced at once. Tom Brien replied that it was standard practice. Paula named the new committee members: Yuri Rashkin, Chair, Lou Peer, Pam Bostwick, Jacob Taylor, and Doug Wilde.

Elder Benefit Specialist: Lachel announced she has been working remotely. She has been answering questions regarding the stimulus package, as well as working with new Medicare recipients. She has also been helping Linda with Farmer's Market Vouchers and looking at a possible grant for the nutrition program. She has been watching webinars as well as helping Julie present a webinar to caregivers. The County has issued her a work cell phone.

Mobility Management: The contract for (NEMT) Non- Emergency Medical Transportation was awarded in Feb and the current provider, MTM appealed the decision. Jennifer has been working on the Pantry Delivery program that she created. This uses County vans to deliver pantry supplies to county residents who do not have transportation. The pantries that are participating are ECHO in Janesville, Caritas in Beloit, CUPS in Orfordville, and the Lutheran Church in Clinton. It is in its 7<sup>th</sup> week and has been very successful. She is exploring ways to keep it going after the full use of the transit vans returns. She is all set to go with her Wednesday Walks. One big change this year is that there will be no transportation provided to the walks or the lunches.

Transportation Supervisor – Ryan announced that two buses have been retired and three new buses have been delivered. They have been detailed, inspected and approved. We have been and will continue to prioritize rides on the vans throughout the pandemic.

Caregiver Specialist - Julie reported that she is reaching out virtually to the caregivers she works with. She has virtual meetings of some kind almost daily. Many of the caregivers have learned to use Zoom. Each Wednesday she holds a program called Wacky Wednesday, she also has bingo, trivia and name that tune. She stated that last fall she had a caregiver luncheon that was a bit hit. She booked the speaker from that meeting to present at several zoom presentations for her caregivers. On May 4 she had 40 people attend her zoom program. On June 4, she will present Senior Scams and Schemes and another program will be held on June 8. She has also been contacting her clients by phone to check in with them and assess if they have any needs. Pam Bostwick asked how many caregivers Julie worked with. Julie replied that she had 432 people enrolled in NFCSP and 16 enrolled in AFCSP. She still has funding and will be getting additional state funding through the CARES act.

Health Promotion Coordinator: \_Lisa Messer reported that most if not all of her programs have been postponed, rescheduled or cancelled. Her Stepping On class status is unsure as of now as she has lost all of her instructors through furlough or reassignment. She has been in contact with all of here past participants to assess needs.

**New Business** Paula thanked staff for their innovation and perseverance through all of the COVID difficulties. They have had many challenges and have remained creative in finding new ways to do things.

**Old Business** – Sue McGinniss made the suggestion that the minutes reflect that the March and April meetings were cancelled due to the COVID pandemic.

**Board Membership Report Reports:**

County Board of Supervisors, Tom Brien: Tom announced that Kara Purviance is now the new County Board Chair and Rich Bostwick is the Vice Chair.

ADRC of Rock County, Vicky O'Donnell: Vicky stated that all ADRC staff continues to work from home. She has been busy taking phone calls, doing assessments for long term care.

**Adjournment:** A motion was made at 9:45 a.m. by Tom Brien, seconded by Sue McGinniss to adjourn the meeting. Motion carried. *Minutes not official until approved by the Council on Aging Advisory Board.*

## 6. Goals for the Plan Period

Progress notes to be completed during self-assessment process.

Aging Unit Plan Goals <i>(write at least one goal per focus area per year - add extra boxes as needed - put cursor to the left of the box and click the + sign)</i>	Progress Notes <i>(briefly summarize only those activities completed as of Dec. of each year)</i>	check if completed		
		2019	2020	2021
<b>Focus Area 6-A. Advocacy Related Activities</b>				
To teach or enhance the skills needed to become active and engaged in advocacy related activities, and correspond with local, state and national leaders, the Rock county Council on Aging will provide at least 2 advocacy training workshops, training at least 20 individuals by December 31, 2019.	In progress, Paula has a phone meeting with Janet Zander the Advocacy Consultant with GWAAR to discuss how they can accomplish this goal in the Fall of 2019.			
<del>By December 2019, a committee of advisory board members whose terms have expired will be developed in order to keep past members active, informed and involved, and to not lose valuable input and experience. Past board members will determine who will lead the group, the number of times they meet and how their agenda will develop.</del>	This goal was written by previous Aging Unit Director. New Director does not feel it would be beneficial to implement. Two 2019 goals are not needed; only one.			
By December 2020, the Rock County Council on Aging will hold a County Senior Statesmanship Program for 30 older adults in order to acquaint older adults with county government and various elected officials and department heads.				
By December 2021, the Rock County Council on Aging will encourage and enable 10 older adults to participate in the state-wide Aging Advocacy Day in order to facilitate conversations with policy makers about issues that affect them.				
<b>Focus Area 6-B. The Elder Nutrition Program</b>				
In order to ensure at least 30 home-bound individuals have access to a drug take-back program, nutrition staff from the Rock County Council on Aging will partner with local law enforcement and Rock County Public Health to conduct home visits to collect unused drugs by December 2019.	Implementation in progress, planned to be completed late Fall 2019.			
In order to improve dental health outcomes, nutrition staff will work with dental health professionals to provide one presentation/screening to 30 individuals by December 2020.				

In an effort to increase congregate meal participation by 10% from the previous year, the Nutrition staff will partner with the Rock County Health Department to identify and implement one additional congregate meal site at a local restaurant by December 31, 2021.				
<b>Focus Area 6-C. Services in Support of Caregivers</b>				
By December 2019, the Family Caregiver Specialist will partner with the Dementia Care Specialist and hold two informal “Pizza and Sharing” events for 20 family caregivers and their care partners in order to provide an outlet for information sharing and peer-to-peer support.	To date, 2 sessions have been held with 30 participants in first 2 sessions.	X		
To increase identification of family caregivers and awareness of resources available to them, the Family Caregiver support Specialist will provide an interactive display to participants at the Beloit Senior Fair that will engage participants with thought-provoking questions regarding family caregiving. By December 2020, five family caregivers will be identified as a result of the Beloit Senior Fair for follow-up caregiver services.				
In order to address issues identified through a Caregiver Survey, the Family Caregiver Specialist, in partnership with the Rock County Caregiver Network, will provide a conference that focuses on the top issues concerning caregivers, their support team, professionals and other interested community members. By December 2021, 30 caregivers will attend this conference.				
<b>Focus Area 6-D. Services to People with Dementia</b>				
By December 2019, in partnership with the Dementia Care Specialist, the Family Caregiver Specialist will provide the “Dementia Live” experience for five business/agencies in Rock County so that 15 participants have a realistic idea of every day challenges faced by individuals with dementia.	YTD – 3 sessions have been held (Gathering Place, Beloit Library & BALTC-COA) on track to achieve goal in 2019.			
To support the financial health of older adults with memory loss and their families, the Family Caregiver Specialist will provide two legal and financial planning workshops, training at least 5 individuals by December 31, 2020.				
To assist caregivers, law enforcement and emergency medical services professionals in providing the proper care to an older adults with memory loss, the Family Caregiver Specialist will partner with the ADRC to enroll at				

least five AFCSP participants in the Purple Tube Project by December 31, 2021.				
<b>Focus Area 6-E. Healthy Aging</b>				
By December 2019, the Health Promotion Coordinator will provide three workshops for 10 older adults that focus on aging issues, e.g. ageism, staying active in the community, financial concerns/solutions in order to promote healthy lifestyles in retirement.	Health Promotion Coordinator position is vacant at this time; position has been posted and recruitment has begun. 4 SO sessions have been held and a Healthy Eating session has been planned for Fall 2019.	X		
In an effort to better health and increased confidence in managing their diabetes, the Healthy Promotion Coordinator will recruit at least two new leaders for the Healthy Living with Diabetes class and implement two workshops service 15 older adults by December 31, 2020.				
To provide the high-level evidence based Diabetes program, <i>Vivir Saludable con Diabetes</i> , to an underserved Latino population in Rock County the Health Promotion Coordinator will recruit at least two leaders and offer two workshops service 15 individuals by December 31, 2021.				

<b>Focus Area 6-F. Local Priorities</b>				
To provide an opportunity for the aging population to ride a bike without limitations and to improve social inclusion, the Mobility Manager will <del>coordinate at least 100 trishaw rides utilizing volunteer "pilots" by December 31, 2019.</del> train 10 volunteers to become Trishaw pilots.	15 pilots have completed training and 4 have one more session remaining. Rides will start late summer 2019.	X		
By December 2020, the Elder Benefit Specialist will expand awareness of benefit programs available to older adults with limited income and conduct one outreach activity per quarter on Medicare-related programs (MSP, LIS, SeniorCare) to five individuals per quarter.				
By December 2021, the Transit Supervisor will offer passengers using Rock County Transit the option of paying electronically in order to make payment options available to those who no longer purchase goods by check or cash.				



**For Assessment Only**

**Part IV: Progress on the Aging Unit Plan for Serving Older People – National Family Caregiver Support Program (NFCSP)**

*This section is not required for tribal aging units.*

**Minimum Service Requirements:** *The minimum service requirements of NFCSP must be provided by the aging unit or contracted with another agency. Please indicate who provides these services.*

Service	Aging Unit (X)	Other Agency (please list)
Information to caregivers about available services	X	
Assistance to caregivers in gaining access to the services	X	
Individual counseling, support groups, and training to caregivers	X	
Respite care		Aging Unit provides respite funding
Supplemental services (e.g., transportation, assistive devices, home modifications, adaptive aids, emergency response systems, supplies, etc.)		Aging Unit provides funding

**Caregiver Coordination:** *To ensure coordination of caregiver services in the county, the aging unit shall convene or be a member of a local family-caregiver coalition or coordinating committee with other local providers who currently provide support services to family caregivers.*

<p>Does the aging unit belong to a local caregiver coalition?</p> <p><input checked="" type="checkbox"/> YES    <input type="checkbox"/> NO</p> <p>Name of Coalition: <u>Rock County Caregiver Resource Network</u></p> <p>If YES, please provide a brief update on coalition activities conducted each year.</p> <p>If NO, please explain plan for compliance.</p>	2019 Activities:
	2020 Activities:
	2021 Activities:

**7. Coordination Between Titles III and VI**

If the county includes part or all of a federally recognized tribe or is home to a significant population of tribal members, describe how the County and Tribal aging units will work together to coordinate and ensure the provision of services to tribal elders. Provide a narrative describing collaboration efforts and goals for each year of the plan.

**Progress notes to be completed during self-assessment process.**

Provide goals for each year of the plan.	Progress Notes	2019	2020	2021
N/A				