



Aging and Disability Resource Center

Sunny Archambault - Director
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MISSION

The Aging & Disability Resource Center of Brown County is governed by the people it serves. It's mission is to support consumer-directed services for all county residents regardless of income through a recognizable contact point that: promotes easy access to reliable, useful information; assures consumer engagement and participation in identification of needs; guides, educates and links people based on their choice and need; advocates and secures benefits for which they may be eligible; supports wellness and prevention that encourages independence and optimal quality of life; and fosters and builds upon community partnerships.

PROGRAM DESCRIPTION

The Aging & Disability Resource Center provides information, assistance and advocacy regarding issues affecting seniors, persons with disabilities, or their families. Information, advice and access to a wide variety of services is provided in a welcoming and accessible environment. Assistance is also available to help arrange and coordinate community resources needed to maintain independence. The ADRC serves as a clearinghouse of information about long-term care. In addition, staff provides benefits counseling on private and government benefits and programs. Four permanent Senior Centers (Green Bay, De Pere, Pulaski, and Denmark) serve as the focal points for the delivery of prevention, educational and social programs. The nutrition program provides hot noon meals five days per week at nine meal sites and home-delivered meals are available to the homebound. The Resource Center contracts for transportation services with the Red Cross, Oneida Transit, NEW Curative Rehabilitation, and operates a rural driver escort program and volunteer medical transportation program. The Resource Center also recruits, screens, and matches workers to provide persons with non-medical, in-home services on a fee-for-service basis. Finally, volunteer services are provided including visitor, telephone reassurance and shopping assistance.

PERFORMANCE MEASURES

	2008 Actual	2009 Estimate	2009 Budget	2010 Budget	Budget Change
Cost per Home-Delivered Meal	\$6.20	\$5.91	\$6.36	\$6.16	-3.14%
Cost per Congregate Meal	\$6.29	\$6.20	\$5.86	\$6.57	12.12%
Cost per One-way Trip of Specialized Transportation	\$7.66	\$7.99	\$6.84	\$7.45	8.92%
Hourly Cost for Adult Day Care	\$9.66	\$9.37	\$9.37	\$9.41	0.43%

POLICY INITIATIVES

Reduction of Resource Materials - The ADRC develops resource materials for consumers and their families to assist with navigation of the complex service array offered in Brown County. The Resource Development Specialist was responsible for developing specific resource materials in collaboration with staff and community partners. Due to budget constraints, this contract position was eliminated in 2010. The ADRC availability for resource material development will be reduced in 2010, however, existing staff will continue to collaborate and respond to requests from community services providers to develop materials on a more limited scope.

Prevention Programs Changes - In the past, the ADRC was awarded a grant to provide evidence-based prevention programs for falls reduction and chronic disease self-management programs. However, this grant is no longer available. In order to maintain the collaborative networks we have built in the medical community and avoid disruption of services, in 2010 we will allocate restricted donations received to continue providing a reduced number of classes, support groups, and coalition building activities.

Administration of Entrance Into Long Term Care System - The State ADRC contract was directly awarded to the ADRC of Brown County in January 2009. As a result, the ADRC has several core functions it must perform including administering the long-term care functional screen previously provided by Brown County Human Services, which determines eligibility for long-term care programs. Beginning in January 2010, all adult consumers seeking access to long term care funding will be required to enter the system through the ADRC instead of Human Services.

Stimulus Funds for Congregate/Home Bound Meals - For 2010, the ADRC nutrition program received \$53,737 in stimulus dollars which will be used to maintain congregate and homebound meals at the current level due to the growing home-delivered meal population and increasing costs to administer this program (fuel costs, mileage, etc.) These dollars will no longer be available in 2011, and if we are not able to capture additional revenue, we will have to begin a waiting list for home bound meals consumers.

FINANCIAL SUMMARY

	2008 Actual	2009 Estimate	2009	2010 Budget	Change from 2009	
			Revised Budget		Revised Budget	\$
Intergov. Revenue	2,918,944	3,377,677	3,286,443	3,257,472	(28,971)	-0.88%
Public Charges	419,443	383,619	352,790	372,996	20,206	5.73%
Miscellaneous Revenue	23,065	8,724	20,824	9,123	(11,701)	-56.19%
Other Financing Sources	-	-	-	-	-	0.00%
Total Revenues	3,361,452	3,770,020	3,660,057	3,639,591	(20,466)	-0.56%
Personnel Costs	2,035,529	2,167,041	2,211,473	2,425,320	213,847	9.67%
Operating Expenses	1,979,372	2,283,546	2,238,118	1,964,772	(273,346)	-12.21%
Interdept. Charges	175,938	304,989	290,927	244,841	(46,086)	-15.84%
Outlay	17,068	79,780	-	-	-	0.00%
Total Expenses	4,190,839	4,755,576	4,740,518	4,634,933	(105,585)	-2.23%
Property Taxes	972,329	1,065,336	1,068,354	995,342	(73,012)	-6.83%
Addition to (Use of) Fund Balance	142,942	79,780	(12,107)	-		

SUMMARY HIGHLIGHTS

Intergovernmental revenue decreased to reflect the elimination of the Falls Prevention program, the contract to provide fiscal agent services for Human Services and a reduction in ADRC grant revenue for 2010; however, this was partially offset by a projected increase in medical assistance funding. Public charges increased to reflect the allocation of restricted funds to continue limited prevention programs despite the loss of grant funding in 2010 (see Policy Initiatives for more information). Miscellaneous revenue decreased due to an anticipated reduction in interest income for 2010.

Personnel costs increased with the addition of 2.0 FTEs I&A Specialists and 1.0 FTE Benefits Assistant to administer the Long Term Care System program (see Policy Initiatives for more information), along with cost-of-living wage increases and associated fringe benefits for existing staff. However, this increase was partially offset by adjustments to the health insurance plan which reduced costs for 2010 as well as the elimination of a .5 FTE Fiscal Agent Assistant since the contract to provide fiscal agent services for Human Services ended in 2009. Operating expenses decreased to reflect a reduction in contracted services from 2009 with the addition of 3.0 FTE staff to administer the Long Term Care System program as detailed above. Interdepartmental charges decreased to reflect a more indepth allocation process for indirect costs; however, this was partially offset by a rise in Information Services chargebacks. There are no outlay requests for the department in 2010.

STAFFING SUMMARY

Position	FTE	Unit	Budget	Base	Longevity	Cost
		Rate	Hours			
Director	1.00	34.86	2,080	72,512	0	72,512
Assistant Director	1.00	31.04	2,080	64,562	0	64,562
Quality/Outreach Coordinator	1.00	27.50	2,080	57,203	0	57,203
Accountant	1.00	26.78	2,080	55,703	0	55,703
I&A Team Leader	1.00	25.24	2,080	52,506	0	52,506
Nutrition/Volunteer Coordinator	1.00	24.51	2,080	50,979	0	50,979
Add Life Program Coordinator	1.00	23.70	2,080	49,300	0	49,300
Benefits Specialist Team Leader	1.00	23.51	2,080	48,901	0	48,901
I&A Specialist	1.00	23.51	2,080	48,901	0	48,901
I&A Specialist	1.00	23.51	2,080	48,901	0	48,901
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I&A Specialist	1.00	23.51	2,080	48,901	0	48,901
I&A Specialist	1.00	23.51	2,080	48,901	0	48,901
I&A Specialist	1.00	23.51	2,080	48,901	0	48,901
Worker Registration Specialist	0.75	21.87	1,560	34,124	0	34,124
Benefits Specialist - Disability	0.50	21.87	1,040	22,749	0	22,749
Benefits Specialist - Disability	1.00	21.87	2,080	45,498	0	45,498
Benefits Specialist - Disability	1.00	21.87	2,080	45,498	0	45,498
Benefits Specialist - Elderly	1.00	21.87	2,080	45,498	0	45,498
Facilities Placement Coordinator	1.00	21.51	2,080	44,750	0	44,750
Resource Data Specialist	0.50	21.51	1,040	22,375	0	22,375
Secretary II	1.00	20.65	2,080	42,948	0	42,948
Benefits Assistant	1.00	18.90	2,080	39,304	0	39,304
Rural Program Coordinator	0.63	18.46	1,300	23,996	0	23,996
Rural Program Coordinator	0.88	18.46	1,820	33,594	0	33,594
Home Bound Meal Coordinator	1.25	16.61	2,600	43,178	0	43,178
Nutrition Site Manager	0.50	16.56	1,040	17,220	0	17,220
Nutrition Site Manager	X 0.50	16.56	1,040	17,220	0	17,220
Nutrition Program Assistant	0.50	15.15	1,040	15,760	0	15,760
Clerk/Typist II	1.50	14.99	3,120	46,764	0	46,764
Nutrition Site Manager	0.50	14.28	1,040	14,855	0	14,855
Receptionist Team Leader	1.00	14.10	2,080	29,338	0	29,338
Receptionist	1.00	13.29	2,080	27,639	0	27,639
Home Bound Meal Worker	0.50	8.74	1,040	9,091	0	9,091
Home Bound Meal Worker	0.50	8.74	1,040	9,091	0	9,091
Nutrition Site Substitute	0.62	7.25	1,290	9,353	0	9,353
Nutrition Site Mgr (open position - 0.5 FTE)	X			(17,220)		(17,220)
	38.63		80,330	1,710,002	0	1,710,002

Salary Adjustment 0
Turnover Reduction (5,254)

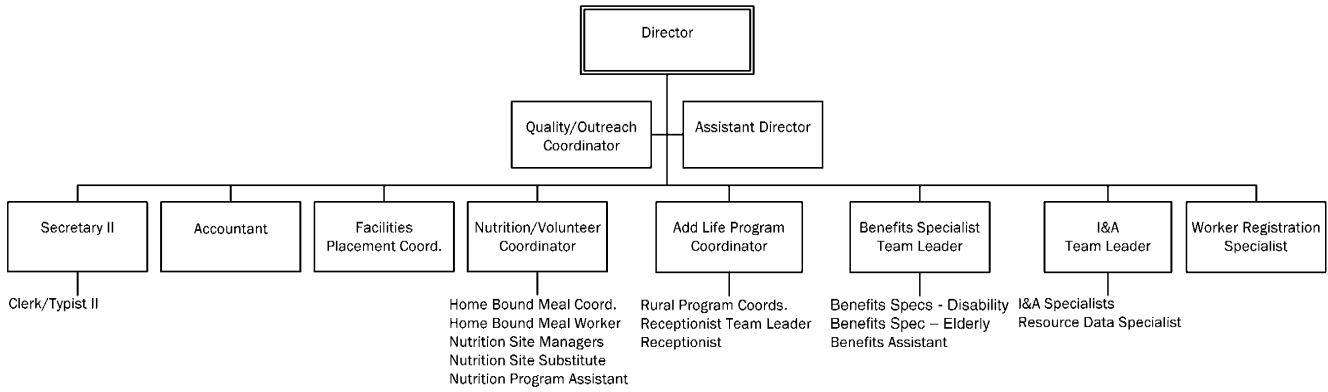
Regular Earnings 1,704,748

Premium Overtime 0

Fringe Benefits 720,572

2010 Total Compensation 2,425,320

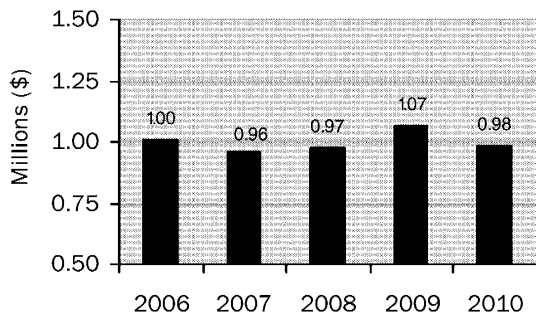
X - Position open not to be filled



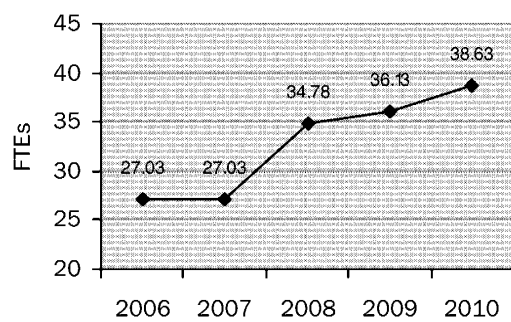
CONTRACTS

Services Provided	Annual Cost
Food Service	591,711
Elderly and Specialized Transportation	549,561
Adult Day Care	354,486
Human Services/ADRC Contracts	226,970
Nutrition Service Contracts	64,961
Falls Prevention	22,899
Medicare Improvements for Patience and Providers Act (MIPPA)	16,000
Outreach/Resource Development	13,957
Nutrition Site Rent	12,000
Medicare Part D Programming	11,441
	1,863,986

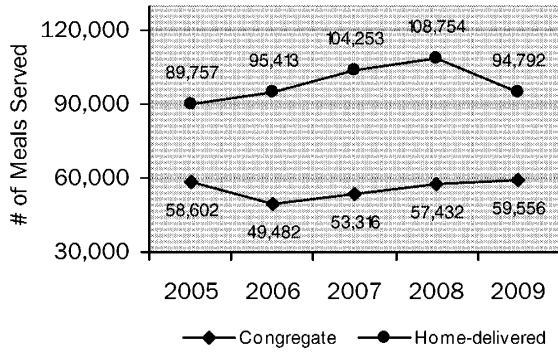
LEVY TRENDS



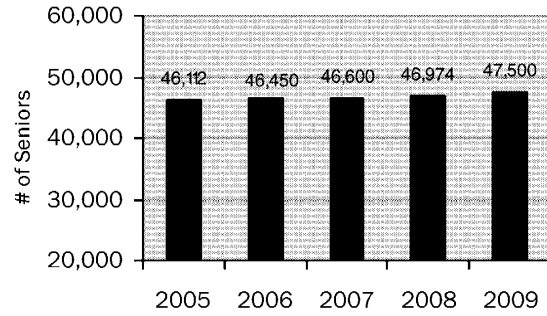
STAFFING TRENDS



MEALS SERVED



ADD LIFE ACTIVITIES ATTENDANCE



Note: The reduction in home-delivered meals in 2009 is due to the elimination of the Liquid Nutrition Program.

AGING AND DISABILITY RESOURCE CENTER 2010 BUDGET

Account Number	Description	2009				2010 Executive
		2008 Actual Amount	2009 Actual Amount	Estimated Amount	2009 Amended Budget	
Fund: 900 - Aging Resource Center						
Revenues						
Department: 093 - Aging Resource Center						
Division: 001 - General						
4100	General property taxes	972,329	1,068,354	1,065,336	1,068,354	995,342
4302	State grant revenue	2,823,884	1,919,213	3,377,677	3,248,036	3,257,472
4600	Charges and fees	419,443	180,662	383,619	352,790	372,996
4700.003	Intergovt charges Municipalities	95,060	10,197	-	38,407	-
4900	Miscellaneous	11,109	4,230	5,724	5,400	4,500
4901	Donations	3,827	876	3,000	3,000	3,000
4905	Interest	8,129	-	-	12,424	1,623
9002	Transfer in	-	-	-	-	-
	Division Total: 001 - General	4,333,781	3,183,532	4,835,356	4,728,411	4,634,933
	Department Total: 093 - Aging Resource Center	4,333,781	3,183,532	4,835,356	4,728,411	4,634,933
	Revenues Total	4,333,781	3,183,532	4,835,356	4,728,411	4,634,933
Expenditures						
Department: 093 - Aging Resource Center						
Division: 001 - General						
5100	Regular earnings	1,427,941	745,836	1,541,352	1,556,023	1,704,748
5102	Paid leave earnings	-	-	-	-	-
5110.100	Fringe benefits FICA	607,588	301,916	131,611	655,450	147,339
5110.110	Fringe benefits Unemployment compensation	-	-	2,287	-	2,587
5110.200	Fringe benefits Health insurance	-	-	331,270	-	378,515
5110.210	Fringe benefits Dental Insurance	-	-	24,953	-	29,005
5110.220	Fringe benefits Life Insurance	-	-	2,282	-	2,381
5110.230	Fringe benefits LT disability insurance	-	-	-	-	-
5110.235	Fringe benefits Disability insurance	-	-	11,564	-	13,298
5110.240	Fringe benefits Workers compensation insurance	-	-	-	-	5,379
5110.300	Fringe benefits Retirement	-	-	53,115	-	61,993
5110.310	Fringe benefits Retirement credit	-	-	68,607	-	80,075
5300	Supplies	8,003	1,933	6,948	5,848	5,700
5300.001	Supplies Office	14,706	7,983	19,000	18,278	16,656

Account Number	Description	2009			2010 Executive
		2008 Actual Amount	2009 Actual Amount	Estimated Amount	
5300.003	Supplies Technology	2,000	576	2,000	17,090
5300.004	Supplies Postage	20,955	7,285	22,541	23,245
5302	Food	611,996	308,490	651,563	649,232
5304	Printing	4,362	2,264	4,900	4,900
5305	Dues and memberships	1,250	465	1,923	1,923
5307.100	Repairs and maintenance Equipment	5,778	2,530	7,600	7,400
5307.300	Repairs and maintenance Building	17,055	6,902	18,000	17,500
5310	Advertising and public notice	1,207	472	2,000	1,200
5311	Marketing	4,157	1,001	3,000	2,000
5320.100	Rental Equipment	4,140	1,725	3,600	3,600
5320.200	Rental Space	16,325	5,664	11,322	12,000
5330	Books, periodicals, subscription	-	98	704	704
5335	Software	16,060	10,543	21,080	19,896
5340	Travel	13,727	5,951	16,500	20,000
5341	Transportation	3,863	2,540	8,000	9,500
5366	Volunteer expense	544	323	500	500
5390	Miscellaneous	8,170	8,465	14,200	26,970
5395	Equipment - nonoutlay	1,905	4,332	8,950	10,245
5410	Insurance	2,535	1,849	1,849	1,900
5505	Telephone	10,529	4,972	11,000	14,328
5507	Other utilities	30,885	10,976	32,004	33,228
5600	Indirect cost	144,443	157,658	157,658	99,819
5601.100	Intra-county expense Information services	15,077	125,341	125,341	124,615
5601.200	Intra-county expense Insurance	1,418	6,990	6,990	5,407
5601.300	Intra-county expense Other departmental	15,000	15,000	15,000	15,000
5700	Contracted services	1,146,644	602,333	1,380,662	1,040,305
5714	Accounting and auditing	18,099	11,189	14,500	6,750
5784	Interpreter services	698	427	1,200	1,000
5800	Grant Expenditures	13,779	9,248	18,000	17,000
5841	Aging Resource Center expense	-	-	-	-
6110	Outlay	17,068	79,780	79,780	-
9003	Transfer out	-	-	-	-
Division Total: 001 - General		4,207,907	2,453,057	4,835,356	4,634,933
Department Total: 093 - Aging Resource Center		4,207,907	2,453,057	4,835,356	4,634,933

Account Number	Description	2009			2010 Executive
		2008 Actual Amount	2009 Actual Amount	Estimated Amount	
	Expenditures Total	4,207,907	2,453,057	4,835,356	4,634,933
Fund Revenue	Total: 900 - Aging Resource Center	4,333,781	3,183,532	4,835,356	4,634,933
Fund Expenditure	Total: 900 - Aging Resource Center	4,207,907	2,453,057	4,835,356	4,634,933
Fund Net	Total: 900 - Aging Resource Center	125,874	730,475	-	-
	Revenue Grand Totals:	4,333,781	3,183,532	4,835,356	4,634,933
	Expenditure Grand Totals:	4,207,907	2,453,057	4,835,356	4,634,933
	Net Grand Totals:	125,874	730,475	-	-
				4,740,518	4,634,933
				(12,107)	-
				4,728,411	4,634,933
				4,740,518	4,634,933
				(12,107)	-
				4,728,411	4,634,933
				4,740,518	4,634,933
				(12,107)	-