

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

August 23, 2007

PRESENT: Ethel Macaux, Joe Van Deurzen, Dr. Donarski, Patricia Finder-Stone,
Barb Wescott, Tom Diedrick, Helen Bie, Pat Cochran

EXCUSED: Judy Parrish, Libbie Miller, Jean Kiefer

ABSENT: Ron Antonneau

ALSO PRESENT: Sunny Archambault, Arlene Westphal, Debra Bowers, Amie Bastian,
Diana Brown, Sup. Bill Clancy, Cheryl Detrick



PLEDGE OF ALLEGIANCE.

Chairperson Donarski called the meeting to order at 8:30 a.m.

ADOPTION OF AGENDA: Chairperson Donarski requested a motion to adopt the agenda for the August 23, 2007 meeting.

A motion was made by Ms. Wescott and seconded by Sup. Van Deurzen to adopt the August 23, 2007 Agenda. **MOTION CARRIED.**

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF JULY 26, 2007:

Chairperson Donarski asked for any additions, corrections, or deletions to the minutes of the regular meeting of July 26, 2007.

Sup. Van Deurzen moved and Ms. Bie seconded to approve the minutes of the regular meeting of July 26, 2007. **MOTION CARRIED.**

FINANCIAL REPORT:

A. REVIEW & APPROVAL OF THE JULY 2007 REPORT: Ms. Archambault reported that under expenses there are no substantial changes. Personnel costs are under due to the hiring of additional staff later in the year. There is an increase in renovation costs which was approved at an earlier meeting and basically we are on target with our expenses.

Under revenues we will be receiving all grant revenues. We are under in Project Income: Nutrition but not by as much as expected. COP Income-Home Delivered Meals is under by \$1,198; however, they are adding new people to the COP Program so this may change and we may realize our projected revenue.

B. REVIEW & APPROVAL OF RESTRICTED DONATIONS: There were no restricted donations in July. Ms. Archambault noted that next month she will bring recommendations on how to spend restricted donations to the board.

PARKING LOT UPDATE: Ms. Archambault reported that the Parking Lot Project will most likely be delayed until spring. Bill Dowell, Director of Facilities Management, informed us that the Asset Maintenance Fund is used for emergencies only. She was also informed that three bids are required for projects over \$25,000. The project has been referred to Jeff Oudeans, Brown County Project Manager, and due to his schedule we have not heard back from him.

REPORT ON PREVENTION GRANT ACTIVITIES: Ms. Michaels, Project Coordinator for Prevention, introduced herself to the board. Her background includes 15 years as a Marketing Director for Thrivent Financial, and she is currently attending NWTC and completing her course work for her RN Degree. She reported that for the past 16 months she has been working to implement 2 evidence-based prevention programs in Brown and Kewaunee Counties utilizing funds received from a prevention grant.

The first program, *Living Well with Chronic Conditions*, is an evidenced based program developed by Stanford University for anyone 18 or older that has a chronic condition and is looking for additional tools to help manage that condition. Through the use of 20 client referral sources within the community, we have implemented a 6-week workshop series to help clients learn how to manage their symptoms, communicate with their doctor, lessen their frustration, fight fatigue, and learn techniques to make daily tasks easier and to get the most out of life. The first 6-week workshop was held in April, May & June with the 2nd workshop series starting this Monday. These workshops are led by facilitators who have attended the Living Well training at Stanford this past March, one of who is Dr. Donarski, the Chairman of the ADRC Board of Directors. Our next effort with Living Well will be to train 8-10 additional facilitators to gear up for the 2008 and 2009 workshops in both counties. Pre and post survey data is being collected from program participants to help evaluate the program locally.

The second prevention program is *Stepping On: Building Confidence and Reducing Falls*, an evidence based falls prevention program researched in Australia for persons age 60 and older who are at risk of falling due to gait/balance issues or who have fallen. This program has proven to reduce falls by 31%. Currently the program runs for 7 weeks and is co-facilitated by a health professional and a lay leader. The client referral process for this program is primarily the Physical Therapist outpatient rehab departments at area hospitals and nursing homes. We presently have 10 trained facilitators in Brown County and 8 in Kewaunee County who are a mix of RNs, PTs, LPNs, OT and social workers along with our lay leaders. Between the two counties we have completed 7, 7-week series plus several 3 month follow-up sessions called "boosters" providing education on subjects of the participant's choice. With this program pre and 6-month post surveys collect data on behaviors as it relates to risk of falls and incidence of falls. A mixture of local health professionals make up our Advisory Committee which is instrumental in guiding and supporting the implementation of client referrals, facilitators and speakers. Our next step with the Stepping On Program is to work on long-term sustainability.

REVIEW & APPROVAL OF BLUE CROSS/BLUE SHIELD PREVENTION GRANT: Ms. Michaels explained that a grant proposal has been prepared requesting \$295,000 over a 3 year period to continue and expand prevention programs in Brown and Kewaunee. This grant proposal would be submitted at the end of August to the UW Community Academic Partnership fund, previously called the Blue Cross/Blue Shield Grant Fund. This grant requires an academic partner and we were fortunate to have a commitment from Dr. John Greany, a Physical Therapist professor from UW-LaCrosse who is interested in the research component of the expanded prevention program in the grant. The expansion includes working with NWTC's physical therapy program to develop an 8-week individualized physical activity program "Keep Stepping" for persons completing either the Living Well or Stepping On programs. This expansion would include the development of a curriculum for NWTC students which could be implemented at other technical colleges throughout the state. The grant would also support the ADRC and the Kewaunee Aging Unit in their efforts to expand the Stepping On Program and Living Well programs. Ms. Michaels added that we have worked

closely with Brown County Human services, NWTC and Kewaunee County to develop the proposal. Elizabeth Schaff, the grant writer from Human Services, was responsible for taking our ideas and actually writing the grant proposal. This grant would not be possible if it were not for her help and expertise.

Sup. Van Deurzen moved and Ms. Cochran seconded to support and approve the application for the Blue Cross/Blue Shield Prevention Grant. **MOTION CARRIED.**

ADRC UPDATE: Ms. Archambault report that the office remodeling is now complete. She added that Kelly Long has been hired as our new Disability Benefit Specialist.

PROPOSED STATE BUDGET FOR FAMILY CARE & ADRC EXPANSION: Ms. Archambault referred board members to the DHFS 2007-2009 Biennial Budget Proposal Related to Family Care Expansion included in their board packet. She went on to explain that this is Governor Doyle's budget proposal to expand Family Care statewide over the next five years. Ms. Archambault noted the following points of interest in the proposal: the population served by ADRCs will increase from 40 percent to 75 percent; the portion of the state population served by Family Care will increase from the current 17 percent to 62 percent by June 2009; and since February, the Department of Health & Family Services has been working with 10 planning consortia across Wisconsin to develop strategies for expanding Family Care and Aging & Disability Resource Centers

DIRECTOR'S REPORT: Ms. Archambault reported that the Bay Area Agency on Aging will be sponsoring a Senior Statesman Program Training on September 10th and September 17th. It is recommended that both sessions be attended. Ms. Archambault asked that if any board member wished to participate to please let her know.

BAY AREA AGENCY ON AGING REPORT: No report.

ANNOUNCEMENTS:

- Dr. Donarski announced that the Bay Area Agency on Aging will be holding a Board Training on August 27, 2007. All Board Members were invited to attend.
- Mr. Diedrick distributed brochures and announced that Options for Independent Living, Inc. will be hosting an Assistive Technology Training at Liberty Hall in Kimberly on October 24, 2007 from 10:00 a.m. – 6:00 p.m.. The training will include different adaptive equipment vendors along with informational seminars.
- Ms. Finder-Stone also distributed brochures and announced the Mind, Body & Spirit of Aging Annual Conference which will be held on October 29th from 8:30 a.m.-3:00 p.m. at the Radisson Hotel Conference Center in Green Bay. The conference will explore issues related to the mind, body and spirit of aging and presenters will share insights in sustaining well-being as we move through life.
- A December 13th meeting will replace the regularly scheduled meetings for November and December.

ADJOURN: Sup Van Deurzen moved to adjourn and Ms. Macaux seconded. **MOTION CARRIED.** The meeting adjourned at 9:40 a.m.

Respectfully submitted,

Arlene Westphal

Arlene Westphal, Secretary