



# Dane County

## Minutes - Final Unless Amended by Committee

### Area Agency on Aging Board

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Monday, February 19, 2018

3:45 PM

AAA/ADRC, 2865 N. Sherman Ave., Room 109  
Madison WI 53704

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Madison WI 53704

#### A. Call To Order

*Secretary Kretschman called the meeting to order at 3:49 pm.*

*Staff & Guests Present: Lori Bastean, Cheryl Batterman, Todd Campbell,  
Howard Thomas, and Angela Velasquez*

**Present** 7 - FRAN BARMAN-PAULSON, TED BUNCK, PATRICK DOWNING, CAROLE L.  
KRETSCHMAN, DIANNE LEIGH, PEG MARTIN, and MATT VELDRAN  
**Absent** 3 - BILL CLAUSIUS, DANIELLE WILLIAMS, and SRIDEVI MOHAN

#### B. Consideration of Minutes

[2017](#) MINUTES FROM JANUARY 8, 2018  
[MIN-488](#)

**Attachments:** [2018\\_0108\\_AAA Board Mtg Minutes](#)

A motion was made by DOWNING, seconded by VELDRAN, that these minutes be approved. The minutes were approved by the following vote:

**Ayes:** 7 - BARMAN-PAULSON, BUNCK, DOWNING, KRETSCHMAN, LEIGH, MARTIN and VELDRAN

**Absent:** 3 - CLAUSIUS, WILLIAMS and MOHAN

#### C. Action Items

##### 1. 2018 PAUL H. KUSUDA SPECIAL PROJECTS FUND GRANT EVALUATION TOOL

[2017](#) 2018 PAUL H. KUSUDA SPECIAL PROJECTS FUND REVIEW  
[ACT-599](#) FORM DRAFT

**Attachments:** [2018 Paul H. Kusuda Special Projects Fund Grant Review Form  
DRAFT](#)

A motion was made by DOWNING, seconded by BUNCK, to approve the Paul H. Kusuda Special Projects Fund Grant Evaluation Tool as presented. The motion carried by the following vote:

**Ayes:** 7 - BARMAN-PAULSON, BUNCK, DOWNING, KRETSCHMAN, LEIGH, MARTIN and VELDRAN

**Absent:** 3 - CLAUSIUS, WILLIAMS and MOHAN

## 2. 2019-2021 AREA PLAN PROCESS & TIMELINE

[2017  
ACT-621](#)

### 2019-2021 AREA PLAN PROCESS & TIMELINE

**Attachments:** [Timeline 2019-2021 DRAFT](#)

*AAA Manager Cheryl Batterman reported the State delayed delivery of its AAA Area Plan template, originally slated for 15 February 2018, until 6 March 2018. Workgroups have been formed in five focus areas – Caregivers, Dementia, Elder Justice, Elder Nutrition, and Healthy Aging. The Elder Nutrition workgroup will hold its second meeting on 20 February 2018 and the others will convene soon. New this year is the requirement to submit a draft plan by July 2018 for the purpose of receiving feedback.*

**A motion was made by BUNCK, seconded by BARMAN-PAULSON, to approve the Area Plan Process and Timeline. The motion carried by the following vote:**

**Ayes:** 7 - BARMAN-PAULSON, BUNCK, DOWNING, KRETSCHMAN, LEIGH, MARTIN and VELDRAN

**Absent:** 3 - CLAUSIUS, WILLIAMS and MOHAN

## 3. NUTRITION/WELLNESS COMMITTEE DESCRIPTION

[2017  
ACT-600](#)

### 2018 NUTRITION WELLNESS COMMITTEE DESCRIPTION DRAFT

**Attachments:** [Nutrition Wellness Committee Description DRAFT 020518](#)

**A motion was made by BARMAN-PAULSON, seconded by DOWNING, to approve the Nutrition/Wellness Committee Description as presented. The motion carried by the following vote:**

**Ayes:** 7 - BARMAN-PAULSON, BUNCK, DOWNING, KRETSCHMAN, LEIGH, MARTIN and VELDRAN

**Absent:** 3 - CLAUSIUS, WILLIAMS and MOHAN

## 4. LEGISLATIVE/ADVOCACY COMMITTEE RECOMMENDATION

[2017  
ACT-612](#)

### LEGISLATIVE/ADVOCACY COMMITTEE RECOMMENDATION

**Attachments:** [Leg-Adv Committee Recommendation 020518](#)

**A motion was made by DOWNING, seconded by VELDRAN, to approve distribution of the Alzheimer's & Dementia Awareness Grant Bill letter to Dane County Legislators in the State Senate and Assembly, and to Joint Committee on Finance Members. The motion carried by the following vote:**

**Ayes:** 7 - BARMAN-PAULSON, BUNCK, DOWNING, KRETSCHMAN, LEIGH, MARTIN and VELDRAN

**Absent:** 3 - CLAUSIUS, WILLIAMS and MOHAN

A motion was made by VELDRAN, seconded by DOWNING, to send the Recommendation Report back to the Legislative/Advocacy Committee for the purpose of formulating a specific recommendation on how to best proceed in support of the remaining bills in the package. The motion carried by the following vote:

**Ayes:** 7 - BARMAN-PAULSON, BUNCK, DOWNING, KRETSCHMAN, LEIGH, MARTIN and VELDRAN

**Absent:** 3 - CLAUSIUS, WILLIAMS and MOHAN

## 5. LEGISLATIVE/ADVOCACY COMMITTEE DESCRIPTION

[2017  
ACT-614](#)

### LEGISLATIVE/ADVOCACY COMMITTEE DESCRIPTION DRAFT

**Attachments:** [Legislative & Advocacy Committee Description 2018 DRAFT 2](#)

A motion was made by BUNCK, seconded by MARTIN, to approve the Legislative-Advocacy Committee Description as presented. The motion carried by the following vote:

**Ayes:** 7 - BARMAN-PAULSON, BUNCK, DOWNING, KRETSCHMAN, LEIGH, MARTIN and VELDRAN

**Absent:** 3 - CLAUSIUS, WILLIAMS and MOHAN

## 6. ACCESS COMMITTEE MEMBER APPOINTMENT: NORA HAMMER

*Batterman stated East Madison/Monona Coalition of the Aging's Nora Hammer applied to fill the vacant Case Manager position on the Access Committee. Hammer was highly recommended for the role by EMMCA Executive Director Sonya Lindquist.*

A motion was made by BARMAN-PAULSON, seconded by LEIGH, to appoint Nora Hammer to AAA's Access Committee. The motion carried by the following vote:

**Ayes:** 7 - BARMAN-PAULSON, BUNCK, DOWNING, KRETSCHMAN, LEIGH, MARTIN and VELDRAN

**Absent:** 3 - CLAUSIUS, WILLIAMS and MOHAN

## D. Presentations

### 1. 2017 CASE MANAGEMENT SURVEY

[2017](#) CONSUMER SURVEY 2017 - AAA CASE MANAGEMENT -  
[PRES-137](#) RESULTS - NO PRONOUNS

**Attachments:** [Consumer Survey 2017 - AAA Case Management - Results - no pronouns DRAFT](#)

[2017](#) CONSUMER SURVEY 2017 - AAA CASE MANAGEMENT -  
[PRES-138](#) RESULTS - SYNOPSIS DRAFT

**Attachments:** [Consumer Survey 2017 - AAA Case Management - Results - Synopsis DRAFT](#)

*DCDHS Senior Program Analyst/Manager Lori Bastean provided a PowerPoint overview of results from the 2017 Case Management Survey and answered Committee Members' questions. The overall response rate was 35.7 percent, a decrease from 40.6 percent in 2016 but still well above the 20 percent threshold the research industry considers acceptable for a one-time mailing. Bastean will provide Board Members with a report detailing the percentage of Case Management contacts by Focal Point and study the feasibility of follow-up letters and/or phone calls to non-respondents in an attempt to increase future response rates. The survey will move to a biennial cycle, with the next one scheduled for 2019.*

## E. Reports to Board

### 1. STATE & FEDERAL REPORT

*No report.*

### 2. BOARD MEMBER REPORTS

*Kretschman reported Dane County's Long-Term Support Committee, of which she is a member, is scheduled to meet for the final time in May. The body's function, to review Community Options Program Waiver cases, will no longer be required after Dane County completes the transition to the Family Care model by 1 May 2018.*

### 3. CHAIR & STAFF REPORTS

*AAA Aging Program Specialist Angela Velasquez reported more than 50 seniors attended the grand opening of Dane County's newest "My Meal, My Way" Senior Dining Site at Festival Foods in Madison on 25 January 2018. The site, co-hosted on Thursdays by East Madison/Monona Coalition of the Aging and North/Eastside Senior Coalition, is averaging more than 35 diners. Transportation is available.*

*Velasquez reported the Elder Nutrition Workgroup held its initial meeting in January and is scheduled to meet on 20 February 2018. The group has three priorities: 1. To review the Senior Nutrition Program Funding Formula; 2. To establish priorities for the 2019 AAA Budget; 3. To establish goals for the 2019-2021 AAA Area Plan.*

*Batterman reported the Access Committee has accepted a larger role in helping to determine AAA's budget priorities beginning with the 2019 cycle. The Committee is also reviewing the Case Management Funding Formula.*

## **F. Future Meeting Items and Dates**

NEXT MEETING: MONDAY, 5 MARCH 2018, 3:45 PM @ AAA/ADRC

*Downing suggested Chair Clausius consider changing the date of the next meeting to 12 March 2018 due to today's meeting occurring two weeks later than originally scheduled.*

*Veldran requested that a Family Care model transition update become a standing item on future agendas.*

## **G. Public Comment on Items not on the Agenda**

*None.*

## **H. Such Other Business as Allowed by Law**

*None.*

## **I. Adjournment**

**A motion was made by DOWNING, seconded by BUNCK, to adjourn.**

**Ayes:** 7 - BARMAN-PAULSON, BUNCK, DOWNING, KRETSCHMAN, LEIGH, MARTIN and VELDRAN

**Absent:** 3 - CLAUSIUS, WILLIAMS and MOHAN

*This meeting adjourned at 5:07 pm.*

*Minutes respectfully submitted by Howard Thomas, AAA Clerk III.*