

## LA CROSSE COUNTY NOTICE OF MEETING

**COMMITTEE OR BOARD:** Health & Human Services Board

**DATE OF MEETING:** TUESDAY, OCTOBER 12, 2021

**MEETING PLACE:** Meeting will be held remotely with Microsoft Teams  
[Click here to join the meeting](#)

**TIME OF MEETING:** 6:30 PM

**PURPOSE OF MEETING:**  
See Attached Agenda

### NOTICES FAXED/MAILED/EMAILED TO:

#### NEWS MEDIA

La Crosse Tribune  
Other Media

#### OTHER

Andrea Richmond  
David Trapp  
Sara Eckland  
Randy Erickson

#### COUNTY DEPARTMENTS

County Board Chair  
County Administrator  
County Clerk  
Corporation Counsel  
Health Director  
Human Services Director

#### COMMITTEE MEMBERS

Tina Tryggestad, Chair  
Kim Cable, Vice-Chair  
Noelle Weber-Strauss  
Jamie O'Neill  
Maureen Freedland  
Tom Jacobs  
Ebony Hyter  
Laurie Logan  
Susan Waukon

**MEMBERS:** If unable to attend, call County Clerk's Office at (608) 785-9581.

- \* **PUBLIC COMMENT:** Individuals may make a public comment virtually. For individuals intending on making a virtual public comment, **please register at least 24 hours** in advance by emailing [publiccomment@lacrossecounty.org](mailto:publiccomment@lacrossecounty.org) or leave a message at 785-9700. Please include your name and email address you will be using to connect with the committee, along with the name of the committee you would like to provide a public comment. The Committee may receive information from the public, but the Committee reserves the right to limit the time that the public may comment and the degree to which members of the public may participate in the meeting.

**PERSONS WITH DISABILITY:** If you need accommodation to attend this meeting, please contact County Clerk's Office at (608) 785-9581 as soon as possible.

**DATE NOTICE FAXED/MAILED/EMAILED AND POSTED:** October 7, 2021

**This meeting may be recorded and any such recording is subject to Disclosure under the Wisconsin Open Records Law**

**All in-person attendees of this meeting are STRONGLY ENCOURAGED to wear a face mask**

**NOTE TO BOARD MEMBERS:** If you have questions re: Director Reports or Consent Agenda Items, you are encouraged to contact the appropriate Dept Head before the board meeting to get additional information.

**Health Dept:** Audra Martine 785-6425 [amartine@lacrossecounty.org](mailto:amartine@lacrossecounty.org)

**Human Services Dept:** Jason Witt 785-6095 [jwitt@lacrossecounty.org](mailto:jwitt@lacrossecounty.org)

## LA CROSSE COUNTY NOTICE OF MEETING HEALTH & HUMAN SERVICES BOARD

**Date:** Tuesday, October 12, 2021  
**Time:** 6:30 PM  
**Place:** Meeting held remotely with Microsoft Teams  
(*link to connect is located on page 1 of this notice*)

Start time for  
agenda items

- 6:30 1. Announcements
  - A. September County Board Action
  - B. Board Members Report on Conferences/Meetings/Workshops
- 6:40 2. Public Comment (See \* on page 1 of this notice on how to sign up for making public comment)
- 6:45 3. Board Education
  - A. Women in Crisis Fund
- 6:55 4. Resolutions
  - A. Resolution Re: Authorizing Addition of 3.75 FTE Positions in the Health Department due to Additional Grant Funding
- 7:05 5. Policy
  - A. Approval of 2022-2024 Aging Plan
  - B. 2022 Budget (*Board members please have your budget materials available for this discussion*)
    - 1. Health Department
    - 2. Human Services
- 7:10
- 7:40
- 8:10 6. Director Reports
  - A. Health Department Written Director's Report
  - B. Human Services Written Director's Report
- 8:15 7. Consent Agenda
  - A. Minutes
    - 1. Health & Human Services Board 9/7/21
    - 2. Aging & Disability Resource Center Advisory Committee 8/2/21
    - 3. Family Policy Board 9/13/21
    - 4. Integrated Support & Recovery Services Advisory Council 9/15/21
    - 5. Criminal Justice Management Council 8/18/21
    - 6. Criminal Justice Management Council 9/15/21
  - B. Department Reports
    - 1. Human Services Vendor Audit Report
- 8. Items for Future Agendas
- 8:20 9. Adjournment to the next meeting to be held on Tuesday, November 2, 2021

AGENDA ITEM NUMBER: 3A  
MEETING DATE: 10/12/21

**REPORT TO THE HEALTH & HUMAN SERVICES BOARD**

DEPARTMENT: Health X INFORMATION/DISCUSSION

SECTION: Nutrition

SUBJECT: Women in Crisis Fund

PREPARED BY: Lindsey Schwarz-Nichols FILING ID: \_\_\_\_\_

REVIEWED BY: Audra Martine IMPLEMENTATION DATE: 9/2021

The Women in Crisis Fund was established in September 2021 with an initial \$10,000 private donation as a pilot fund to fill gaps for women in crisis. This fund is a flexible fund that should be a last resort (all other options should be investigated before applying for this fund). All requests will be considered individually. A de-identified listing of types of items/needs approved/funded will be posted to the “Resources for Women in Crisis” Facebook page letting donors know how their donations are being distributed in the community.

This fund will be evaluated quarterly with the primary donor for the first year and then annually thereafter (at a minimum).

For additional information, please contact:  
Lindsey Schwarz-Nichols, CSW  
La Crosse County Health Department  
300 4th St N.  
La Crosse WI 54601-3228  
Phone: (608)473-3538 Fax: (608)785-9846  
Email: [lschwarz@lacrossecounty.org](mailto:lschwarz@lacrossecounty.org)



RESOLUTION # \_\_\_\_\_

TO: HONORABLE MEMBERS OF THE LA CROSSE COUNTY BOARD OF SUPERVISORS

ITEM # \_\_\_\_\_  
BOARD ACTION

Adopted: \_\_\_\_\_  
For: \_\_\_\_\_  
Against: \_\_\_\_\_  
Abstain: \_\_\_\_\_  
Abs/Excd: \_\_\_\_\_  
Vote Req: \_\_\_\_\_  
Other Action: \_\_\_\_\_

HEALTH AND HUMAN SERVICES BOARD COMMITTEE ACTION

Adopted: \_\_\_\_\_  
For: \_\_\_\_\_  
Against: \_\_\_\_\_  
Abstain: \_\_\_\_\_  
Abs/Excd: \_\_\_\_\_

EXECUTIVE COMMITTEE ACTION

Adopted: \_\_\_\_\_  
For: \_\_\_\_\_  
Against: \_\_\_\_\_  
Abstain: \_\_\_\_\_  
Abs/Excd: \_\_\_\_\_

RE: AUTHORIZING ADDITION OF 3.75 FTE IN THE HEALTH DEPARTMENT DUE TO ADDITIONAL GRANT FUNDING

WHEREAS, the Wisconsin Department of Health Services issued additional funds to Local and Tribal Health Departments for COVID-19 response via already established Division of Public Health Consolidated Contracts; and,

WHEREAS, La Crosse County Health Department has been awarded an additional \$1,338,999 to be expended for COVID and Public Health Recovery by December 31, 2024; and,

WHEREAS, the Health Department has expanded operational needs at the current time that can be met with additional staff support.

NOW THEREFORE BE IT RESOLVED, the Health Department has approval to hire 2.0 FTE Sanitarians, a 1.0 FTE Social Worker, and a 0.75 FTE Health Educator. If funding is no longer available these positions will be eliminated.

FISCAL NOTE: Award funds totaling \$1,338,999 will be used for operational and staffing expenses with no county match. The operating costs will be tracked under the 200.240.3745 division within the County financial system. \$50,136 is expected to be used in 2021; the remainder will be spent over the next three years. Finance has the authority to adjust the budget as needed.

Date: \_\_\_\_\_

Date: \_\_\_\_\_

COMMITTEE CHAIR

COMMITTEE CHAIR

RECORDING CLERK

RECORDING CLERK

	Reviewed Only	Recommended	Not Recommended
Co. Admin.	_____	_____ <i>SO</i>	_____
Fin. Director	_____ <i>SED</i>	_____	_____
Corp. Counsel	_____ <i>[Signature]</i>	_____	_____
Board Chair	_____ <i>[Signature]</i>	_____	_____

Requested By: Audra Martine  
Date Requested: September 30, 2021  
Drafted By: Corporation Counsel

Adopted by the La Crosse County Board this \_\_\_\_\_ Day of \_\_\_\_\_, 2019

**REPORT TO THE HEALTH & HUMAN SERVICES BOARD**

DEPARTMENT: Human Services X INFORMATION/DISCUSSION

SECTION: Aging & Disability Resource Center  
(ADRC) of La Crosse County

SUBJECT: Approval of 2022-2024 Aging Plan

PREPARED BY: Carissa Pagel-Smith FILING ID: \_\_\_\_\_

REVIEWED BY: Jason Witt IMPLEMENTATION DATE: \_\_\_\_\_

Background:

Every three years, the Aging and Disability Resource Center (ADRC) develops and submits an Aging Plan. Mandated by federal law, the plan is required for the county to receive federal funds under the Older Americans Act of 1965, as amended. The plan also helps to structure the ADRC's priorities for aging services and programs for the three-year period. The next plan will cover the period of 2022-2024.

The Health and Human Services (HHS) Board, identified locally as the policy-making body for aging services, must approve the aging plan. Prior to this approval, the ADRC of La Crosse County offered a variety of community engagement opportunities between January and July 2021, in addition to two public hearings (9/30/21 and 10/01/21) for presentation of and comment on a draft of the plan. Additionally, the 2022-2024 aging plan was first introduced/discussed with the ADRC Advisory Committee in December and then again in February and June. A draft of the aging plan goals was presented to the ADRC Advisory Committee in August and to the HHS Board in September. Lastly, the final plan was presented the ADRC Advisory Committee on October 4, 2021 and approved.

Action Needed:

Request approval from the HHS Board to approve the La Crosse County Aging Plan FY 2022-2024.

# La Crosse County Aging Plan FY 2022–2024



**ADRC of La Crosse County**  
300 4th Street N  
La Crosse, WI 54601  
608-785-5700  
[adrc@lacrossecounty.org](mailto:adrc@lacrossecounty.org)

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## Executive Summary

The Aging and Disability Resource Center (ADRC) of La Crosse County is a Section of the La Crosse County Human Services Department that consists of three integrated units: 1) ADRC, 2) Aging and 3) Adult Protective Services (APS). Staff provide services and resources to older adults and people with physical or developmental/intellectual disabilities so that they may live with dignity and security and achieve maximum independence and quality of life. The ADRC of La Crosse County is advised/governed by the ADRC Advisory Committee, Nutrition Advisory Committee and the Health and Human Services Board.

According to the U.S. Bureau of the Census, Population Estimates Program, two percent of Wisconsin's older adult population, 60 years of age and older, reside in La Crosse County. Twenty-three (23) percent of La Crosse County's total population is 60 years of age and older, yielding six percent growth among this population since the U.S. Bureau of Census, American Community Survey, 2015-19 Five-year Estimates.

To involve La Crosse County's older adults and other stakeholders in the development of the 2022-2024 Aging Plan, the ADRC of La Crosse County offered a variety of community engagement opportunities between January and July 2021. Nearly 700 people provided input by means of survey, 1:1 discussion with ADRC manager and listening sessions. In addition, the ADRC Advisory Committee, membership comprised of all older adults, actively advised on the development of the plan and its goals.

Information collected was used to develop the goals of this three-year aging plan. Goals to enhance supportive services, nutrition, health promotion and caregiver support programs in addition to goals to advance values of community engagement, person-centered services, racial equity, and advocacy are included. In summary, needs related to basic needs, health and wellness, isolation and loneliness, programming and activities and futures planning were identified. Furthermore, it is quite apparent that general ADRC outreach, including greater knowledge and understanding of ADRC services and programs, is needed. Much of the input collected reference services and programs, meeting many if not all the needs above, which are already provided by the ADRC.

Above and beyond the needs that were identified, it will be important to keep in mind the critical issues impacting our aging services and related future implications. Current critical issues include but not limited to the steady growth of La Crosse County's population of older adults, direct care workforce shortage, potential long-term impacts of the COVID-19 pandemic, and increased use of technology/automation. Implications, if not properly addressed or supported carefully, may include but not limited to restricted or non-existent resources to meet the growing need/demand, impacting individual's ability to remain independent within their home, meet their basic needs, maintain their health and/or actively contribute to and participate in their community.

The long path vision of the ADRC of La Crosse County is such that ADRC programs and services are "top of mind," actively utilized and well-known, and accessible to all.



## Context

According to the U.S. Bureau of the Census, Population Estimates Program, June 2020, two percent of Wisconsin's older adult population, 60 years of age and older, reside in La Crosse County. Twenty-three (23) percent of La Crosse County's total population is 60 years of age and older, yielding six percent growth among this population since the U.S. Bureau of Census, American Community Survey, 2015-19 Five-year Estimates.

Among those 65 years of age and older residing in La Crosse County, representing 16 percent of La Crosse County's total population, according to the U.S. Bureau of Census:

- Slightly more than half (55%) identify as female
- Slightly more than half (55%) are married with spouse present
- Approximately one-fourth (24%) are widowed
- Slightly more than one-third (35%) have a disability
- Nearly one-third (29%) live alone
- Less than one-fourth (17%) are employed
- Less than 10 percent (7%) are living in poverty

Furthermore, the majority (97%) of La Crosse County's 65 and older population is White/Caucasian. During recent years, an influx of Asian refugees who fought with U.S. forces in the Vietnam War, have moved to La Crosse County, representing five percent of La Crosse County's total population (the largest minority group within La Crosse County) and one percent of La Crosse County's older adult population, 65 and older.

Geographically, La Crosse County, the most populous county on Wisconsin's western border, is made up of 18 subdivisions consisting of cities, towns and villages over a total of 480 square miles. Half of these subdivisions are considered urban as defined by the U.S. Census Bureau, the other half, rural. The majority (95%) of individuals 65 years and older, live within urban areas however, more than half (62%) live outside the City of La Crosse.

The top five most populous areas in La Crosse County where older adults reside include:

- City of La Crosse (38% of La Crosse County's 65 and older population)
- City of Onalaska (20% of La Crosse County's 65 and older population)
- Village of Holmen (8% of La Crosse County's 65 and older population)
- Town of Shelby (6% of La Crosse County's 65 and older population)
- Village of West Salem (5% of La Crosse County's 65 and older population)

It is important to note, between 2020 and 2040, La Crosse County's population of individuals 65 and older is projected to grow by 40 percent, ultimately becoming approximately one-fourth (24%) of La Crosse County's total population. Moreover, it is projected that there will be a total of 35,430 La Crosse County residents 60 years of age and older in 2030; 37,200 in 2040 (5% growth). These population changes will bring about unique challenges, as well as opportunities, which are described on the next page.

## **Identified Needs**

Of the current population of older adults residing in La Crosse County, the following needs have been identified and furthermore, pertain to the goals found in this plan.

- **Basic Needs**—Finances, housing and transportation continue to rise to the top when asked about important issues or greatest challenges facing older adults. Individuals reference limited finances paired with rising costs, including rising property taxes forcing many to make decisions regarding future living arrangements. However, when reviewing local housing options, so many are unavailable, unaffordable and in some cases, unsafe. Moreover, transportation remains limited, unreliable and/or unaffordable. Individuals are interested in learning more about local services/options to address any/all these basic needs.
- **Health & Wellness**—Individuals have a strong desire to stay healthy and active, not only physically but mentally, to stay mobile and continue as active members of their community. In addition to staying healthy and active, individuals' reference "aging, declining health" as a top challenge within next three years. Access to affordable fitness classes/workshops geared towards older adults, along with safe, accessible places to gather (senior/community center) are identified as needs.
- **Isolation & Loneliness**—Individuals often reference feeling isolated and alone, much of which occurred due to the COVID-19 pandemic however it is important to note that isolation and loneliness among older adults has been a growing concern, well before the pandemic. Individuals discuss loneliness due to loss of family and friends, resulting in limited support networks. Individuals desire more socialization opportunities such as group activities within the community and/or organized events at local senior or community centers. In many cases, individuals reference the need/desire to learn more about local services/options.
- **Programming & Activities**—Perhaps the result of COVID-19 when many programs and activities were cancelled or postponed, individuals express a strong desire to gather within the community and/or local senior or community center for organized programming and activities. Programming/activities ranging from playing cards to exercise classes to technology support are desired.
- **Futures Planning**—Individuals continue to express a strong desire to remain independent and stay living within their home. As a result, futures planning is often referenced with focus on finances, in-home help, and residential options. In general, individuals are interested in learning more about local services/options to aid independence and stay in home, along with creating a plan for next steps.

Above and beyond the needs that were already identified, it is quite apparent that general ADRC outreach, including greater knowledge and understanding of ADRC services and programs, is needed. Much of the input collected reference services and programs, meeting many if not all the needs above, which are already provided by the ADRC. Additionally, when asked, "Are you familiar with the Aging & Disability Resource Center?" one-third (34%) indicated "No" despite receiving a monthly publication by the ADRC. It is also apparent that services/programs are needed/desired in rural areas of

the County—meeting people where they are at versus requiring individuals to travel, which also involves acquiring transportation for many, to the needed services/programs.

Based on the feedback received as part of plan development, it appears as if the needs identified do not differ across geographic location, except for accessibility in rural areas, however there are a few generational differences. While individuals under the age of 60 express similar basic needs and futures planning desires, this group also identifies concerns of inadequate support/help, often not knowing who to seek for assistance. Additionally, individuals under the age of 60 identify caregiver demands as being one of the greatest challenges in the next three years, caring for an aging parent for instance with limited or no support. Currently, it is unknown if needs differ across race and ethnic groups or income levels. The ADRC of La Crosse County acknowledges the great need to identify and cultivate connections and relationships with various race and ethnic groups, as well as many other diverse community stakeholders, to determine needs. This critical work has been noted as an action step with each of the plan goals.

### ***The Aging Network***

The Aging Network is a network of and for older adults, comprised of local public and private service providers who work to empower and enable older adults as well as ensure existing service systems are responsive and accessible. The ADRC of La Crosse County, as part of the Aging Network, is a Section of the La Crosse County Human Services Department that consists of three integrated units: 1) ADRC, 2) Aging, and 3) Adult Protective Services (APS). Services provided by the ADRC include information and assistance, options counseling, elder and disability benefit counseling, access to long-term care programs/services, services to people with dementia, transition services for youth, caregiver counseling and support, health promotion and early intervention programs/services, nutrition services and transportation.

To support its efforts, the ADRC of La Crosse County actively seeks and works to maintain a variety of collaborative partnerships. Examples of these collaborative partnerships, contributing to the Aging Network, include but not limited to volunteers, actively providing their time and talent to programs such as the La Crosse County Senior Nutrition Program; local municipalities, particularly Parks and Recreation Departments; senior/community centers; local universities and colleges; other County Sections and Departments such as Economic Support and Veterans Services; a variety of service providers, businesses and professional organizations; faith-based community; and local coalitions/taskforces such as the La Crosse County Falls Prevention Coalition, Caregiver Coalition, Dementia Friendly Coalition and AARP Livable La Crosse. Partner interaction varies from working on projects or community initiatives; developing, promoting and/or facilitating programming; and/or sharing information and making referrals as appropriate.

Older adults, and their support networks, are also a critical part of the Aging Network. In addition to the ADRC Advisory Committee and Nutrition Advisory Council, which membership consists of all older adults, the ADRC of La Crosse County actively seeks input of older adults. Input is welcome anytime, whether written or verbal, and furthermore,

as noted with each goal of this three-year plan, collecting input to further determine local needs in the areas of supportive services, nutrition, health promotion and caregiver support will occur. A cornerstone of the Older American Act is that older adults have full participation in the planning and operation of community-based services. As a result, opportunities will continue to be available to be part of planning, express their ideas and concerns about current supports and services, and state their needs for the future.

Above and beyond responding to any input collected, it will be important to keep in mind the critical issues impacting our aging services and related future implications. Current critical issues include but not limited to the steady growth of La Crosse County's population of older adults, direct care workforce shortage, potential long-term impacts of the COVID-19 pandemic, and increased use of technology/automation. Implications, if not properly addressed or supported carefully, may include but not limited to restricted or non-existent resources to meet the growing need/demand, impacting individual's ability to remain independent within their home, meet their basic needs, maintain their health and/or actively contribute to and participate in their community. Furthermore, while the increased use of technology/automation is beneficial, it may also further contribute to a growing public health concern among older adults, isolation, and loneliness.

Continued collaborative engagement within the Aging Network will be extremely important to meet the needs of our community. By doing so, despite any critical issues and future implications, aging related service systems will remain responsive and accessible to the older adults, and their support networks, residing in La Crosse County.

## **Community Involvement in the Development of the Aging Plan**

The ADRC of La Crosse County offered a variety of community engagement opportunities between January and July 2021. A total of 691 people provided input by means of survey, 1:1 discussion with ADRC manager and listening sessions. Key takeaways from each engagement effort can be found in the Appendices. A *Community Engagement Report* was completed for each community engagement opportunity.

Additionally, the ADRC of La Crosse County conducted two public hearings for presentation of and comment on a draft of the plan. Official public notification began two weeks prior to the first hearing and the Notice of Public Hearing was posted at all congregate nutrition sites, within the Health & Human Services building, and on the ADRC website. A copy of the draft plan was available for examination at the ADRC office as well as on the ADRC website. A *Public Hearing Report* was completed for each public hearing conducted and can be found in the Appendices however, there was no attendance at either public hearing and no written comments were received.

## Goals for the Plan Period

This section describes both the goals and supporting measurable activities the ADRC of La Crosse County will do during the plan period 2022–2024. At least one goal is required to address an emerging need, quality issue, or gap in the services system in each of the following areas:

- Title III-B Supportive Services
- Title III-C Nutrition Program
- Title III-D Health Promotion
- Title III-E Caregiver Support

Additionally, at least one goal is required to:

- Enhance community engagement with aging plans and program operations so that they build a sense of ownership and commitment by the community
- Address progress within one or more program area toward person-centered services, maximizing consumer control and choice; this may include efforts to expand choice and participant direction in specific Title III programs
- Address a barrier to racial equity within one or more program area; this may include efforts to expand the racial equity or inclusiveness of specific Title III programs
- Increase aging and disability network participants' knowledge and skills related to advocacy; this may include efforts to educate older adults about policy making or legislative processes, sometimes known as "Senior Statesman" training

<b>Goal Focus Area: Title III-B Supportive Services</b> <i>(including Community Engagement/Person-centered Services/Equity)</i>		<b>Due Date</b>
<b>Goal Statement:</b> ADRC services, including OAA supportive services, will be “top of mind” and accessible to all.		12/24
<b>Plan for Measuring Overall Goal Success:</b> Number of participants served, customer satisfaction-qualitative and quantitative, utilization rate of Title III-B funding		
<b>Specific Strategies and Steps</b>	<b>Measure(s)</b>	<b>Due Date</b>
<b>Strategy 1:</b> Determine need, including desires in relation to program operation		
Action Step: Investigate, map if appropriate/available, where people are in County with greatest need; include demographic information, if available	Information documented/ mapped	3/22
Action Step: Engage stakeholders in conversation regarding desired program operational needs/ideas; educate, as appropriate, regarding scope of program	Meeting(s) conducted; needs/ wishes documented	6/22
Action Step: Specifically engage with diverse stakeholders (non-traditional program participants) to cultivate relationship(s) and understand needs/desires	Meeting(s) conducted; needs/ wishes documented	12/22
<b>Strategy 2:</b> Investigate “community-based hubs” and cultivate partnerships		
Action Step: Create “community-based hub” model/vision to include but not limited to staffing, technology needs, space requirements, service hours	Model/vision created	12/22
Action Step: Identify desired locations to serve as “community-based hubs,” engaging community partners, as needed; seek feedback from stakeholders	Location(s) identified; conversations conducted	6/23
Action Step: Develop/create “community-based hubs” in desired locations	“Hubs” established	6/23
<b>Strategy 3:</b> Outreach, educate and actively engage in the community		
Action Step: Create outreach/education plan specific to newly established “hubs”	Plan(s) created	9/23
Action Step: Conduct targeted outreach/education; establish genuine connections with local community members—meeting people where they are at	Outreach/education conducted	3/24
Action Step: Operate regular service hours maintaining familiarly with ADRC and services it provides based on established connections and community presence	Service hours available; increased knowledge/use	12/24
<b>Annual Progress Notes:</b>		



<b>Goal Focus Area: Title III-C Nutrition Program</b> <i>(including Community Engagement/Person-centered Services/Equity)</i>		<b>Due Date</b>
<b>Goal Statement:</b> Senior Nutrition Program congregate dining will be accessible and welcoming to all.		12/24
<b>Plan for Measuring Overall Goal Success:</b> Number of participants served, number of meals served, customer satisfaction-qualitative and quantitative data		
<b>Specific Strategies and Steps</b>	<b>Measure(s)</b>	<b>Due Date</b>
<b>Strategy 1:</b> Determine need, including desires in relation to program operation		
Action Step: Investigate, map if appropriate/available, where people are in County with greatest need; include demographic information, if available	Information documented/ mapped	3/22
Action Step: Engage stakeholders in conversation regarding desired program operational needs/ideas; educate, as appropriate, regarding scope of program	Meeting(s) conducted; needs/ wishes documented	6/22
Action Step: Specifically engage with diverse stakeholders (non-traditional program participants) to cultivate relationship(s) and understand needs/desires	Meeting(s) conducted; needs/ wishes documented	12/22
<b>Strategy 2:</b> Review current dining sites and operations; educate stakeholders		
Action Step: Develop assessment tool based on documented needs/wishes	Tool developed	6/23
Action Step: Review/assess current dining sites using newly developed tool	Reviews conducted; findings/results documented	12/23
Action Step: Educate stakeholders, including Board, on the findings/results	Presentation(s) conducted	3/24
<b>Strategy 3:</b> Relocate and/or modify dining sites, including program operation		
Action Step: Create implementation plan, based on findings/results and any additional feedback obtained as the result of educating stakeholders	Plan created	3/24
Action Step: Engage community partners regarding current/future space needs; relocate and/or modify dining sites as appropriate	Meeting(s) conducted; dining sites relocated and/or modified	12/24
Action Step: Enhance any aspects of program operation, within scope of program, to meet needs/desires, creating accessible, welcoming environments	Enhancements implemented	12/24
<b>Annual Progress Notes:</b>		

<b>Goal Focus Area: Title III-D Health Promotion</b> <i>(including Community Engagement/Person-centered Services/Equity)</i>		<b>Due Date</b>
<b>Goal Statement:</b> To help older adults stay active and healthy, evidence-based programming will be accessible.		12/24
<b>Plan for Measuring Overall Goal Success:</b> Number of participants served, utilization rate of Title III-D funding, number of evidence-based programming offerings		
<b>Specific Strategies and Steps</b>	<b>Measure(s)</b>	<b>Due Date</b>
<b>Strategy 1:</b> Determine need, including desires in relation to program operation		
Action Step: Investigate, map if appropriate/available, where people are in County with greatest need; include demographic information, if available	Information documented/ mapped	3/22
Action Step: Engage stakeholders in conversation regarding desired program operational needs/ideas; educate, as appropriate, regarding scope of program	Meeting(s) conducted; needs/ wishes documented	6/22
Action Step: Specifically engage with diverse stakeholders (non-traditional program participants) to cultivate relationship(s) and understand needs/desires	Meeting(s) conducted; needs/ wishes documented	12/22
<b>Strategy 2:</b> Conduct gap analysis and engage community partners		
Action Step: Review current offerings, compare to needs/desires	Analysis conducted	12/22
Action Step: Identify evidence-based programming opportunities	Opportunities identified	12/22
Action Step: Engage community partners, seek interests/commitments	Meeting(s) conducted	12/23
<b>Strategy 3:</b> Implement and promote evidence-based programming		
Action Step: Support any related program start-up, as appropriate, included but not limited to staffing, training, program equipment/materials, space needs	Support, as applicable, provided	6/24
Action Step: Identify technology needs to support virtual or hybrid programming; acquire and disseminate technology to support access of programming	Technology acquired/ disseminated, as needed	6/24
Action Step: Identify method to successfully promote/ advertise programming	Promotion/ advertising conducted	12/24
<b>Annual Progress Notes:</b>		

<b>Goal Focus Area: Title III-E Caregiver Support</b> <i>(including Community Engagement/Person-centered Services/Equity)</i>		<b>Due Date</b>
<b>Goal Statement:</b> La Crosse County caregivers will feel supported.		12/24
<b>Plan for Measuring Overall Goal Success:</b> Number of caregivers supported, number of caregiver events/activities, customer satisfaction-qualitative and quantitative		
<b>Specific Strategies and Steps</b>	<b>Measure(s)</b>	<b>Due Date</b>
<b>Strategy 1:</b> Determine need, including desires in relation to program operation		
Action Step: Investigate, map if appropriate/available, where people are in County with greatest need; include demographic information, if available	Information documented/ mapped	3/22
Action Step: Engage stakeholders in conversation regarding desired program operational needs/ideas; educate, as appropriate, regarding scope of program	Meeting(s) conducted; needs/ wishes documented	6/22
Action Step: Specifically engage with diverse stakeholders (non-traditional program participants) to cultivate relationship(s) and understand needs/desires	Meeting(s) conducted; needs/ wishes documented	12/22
<b>Strategy 2:</b> Continued revitalization of La Crosse County Caregiver Coalition		
Action Step: Continued outreach and promotion to grow membership	Outreach/promotion conducted; membership growth	ongoing
Action Step: Development of shared vision/goals to guide work of Coalition	Vision/goals established	3/22
Action Step: Identification and implementation of projects/activities to motivate active participation among members; identify equitable roles/responsibilities	Projects/activities actively identified and completed	ongoing
<b>Strategy 3:</b> Implementation of various, ongoing general caregiver supports		
Action Step: Review of current offerings, compare to needs/desires and identify opportunities to better support local caregivers (general, not dementia-focused)	Analysis conducted; opportunities identified	12/22
Action Step: Engage community partners, including La Crosse County Caregiver, to seek interests/commitments; support any related start up needs	Meeting(s) conducted; support, as applicable, provided	12/23
Action Step: Identify method to successfully promote/ advertise programming	Promotion/ advertising conducted	12/23
<b>Annual Progress Notes:</b>		

<b>Goal Focus Area: Advocacy</b>		<b>Due Date</b>
<b>Goal Statement:</b> To increase local understanding/interest of advocacy.		12/24
<b>Plan for Measuring Overall Goal Success:</b> Number of advocacy-related outreach/education events/activities, number of active “advocacy friends” of the ADRC		
<b>Specific Strategies and Steps</b>	<b>Measure(s)</b>	<b>Due Date</b>
<b>Strategy 1:</b> Introduce advocacy and its importance, generate interest		
Action Step: Create basic advocacy related articles for monthly publication	Articles created	3/22
Action Step: Publish advocacy related articles in monthly senior newspaper	Articles published	ongoing
Action Step: Publish local advocacy related events/activities in monthly paper	Information published	ongoing
<b>Strategy 2:</b> Offer formal advocacy-related training opportunities		
Action Step: Partner with GWAAR and/or local resources to determine opportunities for related training and develop training implementation plan	Contacts made; plan developed	12/22
Action Step: Schedule training(s) and promote/advertise; register participants	Training scheduled, advertised; participants registered	3/23
Action Step: Conduct training(s) and gauge future interest, generate topic ideas	Training conducted; feedback obtained/ documented	12/23
<b>Strategy 3:</b> Create local “aging advocates” program		
Action Step: Introduce “aging advocates” program and develop/promote listserv	Listserv developed	12/23
Action Step: Notify aging advocates of local advocacy opportunities as well as share State and Federal advocacy alerts from GWAAR, WAAN and other partners	Notifications shared	ongoing
Action Step: Offer aging advocates space and additional resources to support advocates to gather on regular basis to discuss local needs and act, as appropriate	Offer made; resources/supports available if interest indicated	12/24
<b>Annual Progress Notes:</b>		

## **Coordination Between Title III and Title VI**

The coordination of services between the county aging unit, tribal aging unit and tribal members is essential to maximize efforts toward health equity within our aging programs. Most counties in Wisconsin have tribal members within their service area. Some counties have tribal lands within the county but are not considered reservation lands. It is the expectation of the Older American Act that every county will conduct outreach activities to inform tribal members of the supports and services available to them.

Locally, the tribal aging unit and tribal members will be invited to participate in any/all activities to support 2022-2024 goals. However, first and foremost, the ADRC of La Crosse County acknowledges the great need to identify and cultivate connections and relationships with these stakeholders, as well as many other diverse community stakeholders, which has been noted as an action step with each of the plan goals.

## **Organization, Structure and Leadership of the Aging Unit**

This section of the plan describes the organizational structure and leadership of the aging unit, integrated with the Aging and Disability Resource Center (ADRC).

The ADRC is a Section of the La Crosse County Human Services Department and is located within the La Crosse County Health and Human Services Building. Customers may visit the ADRC Monday through Friday between the hours of 8:00 AM and 4:30 PM, call to speak to ADRC staff on the phone and/or schedule an appointment. Services provided include information and assistance, options counseling, elder and disability benefits counseling, access to long-term care programs/services, services to people with dementia, transition services for youth, caregiver counseling and support, health promotion and early intervention programs/services, nutrition services and transportation.

The ADRC of La Crosse County is advised/governed by the ADRC Advisory Committee, Nutrition Advisory Committee and the Health and Human Services Board.

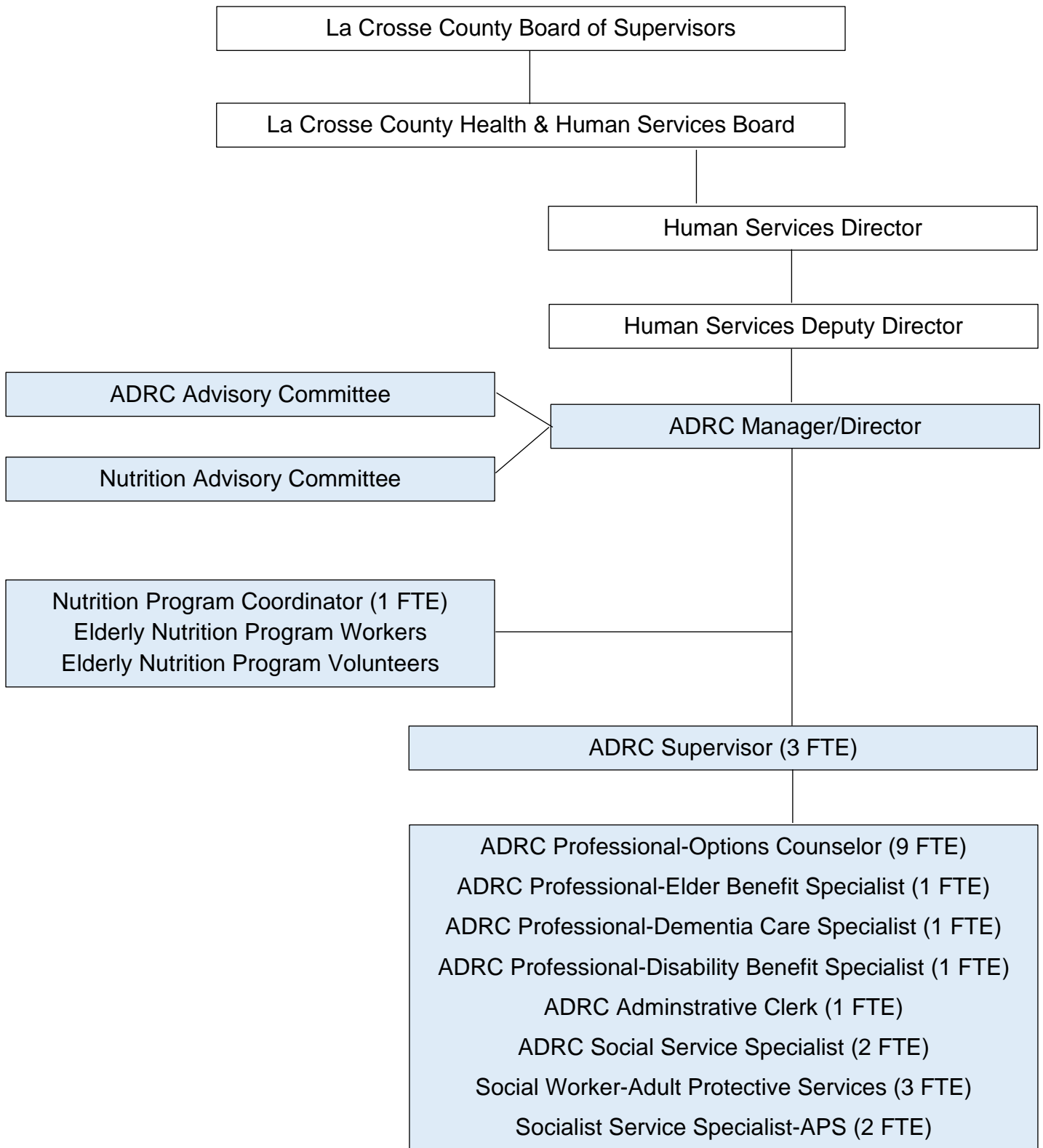
### **Primary Contact to Respond to Questions About the Aging Plan**

Questions or comments related to the 2022-2024 Aging Plan may be directed to:

Carissa Pagel-Smith  
ADRC Manager/Director  
ADRC of La Crosse County  
300 4th Street North  
La Crosse WI 54601  
cpagel@lacrossecounty.org  
608-785-6172

### **Organizational Chart of the Aging Unit**

The next page provides an organizational chart, which depicts the place of the aging unit, the policy-making body, and advisory committees, in relation to the county government.





## Staff of the Aging Unit

The staff listed below are employed by the aging unit, integrated with the ADRC.

<p>Name: <b>Carissa Pagel-Smith</b>          Job Title: ADRC Manager/Director          Telephone Number/Email Address: 608-785-6172/cpagel@lacrossecounty.org</p>
<p>Brief Description of Duties: Direct/manage ADRC, fulfilling contract obligations and ensuring compliance with Older Americans Act and Wisconsin Elders Act.</p>
<p>Name: <b>Brook Duncan</b>          Job Title: ADRC Supervisor          Telephone Number/Email Address: 608-785-5503/bduncan@lacrossecounty.org</p>
<p>Brief Description of Duties: Day-to-day oversight and supervision of ADRC staff.</p>
<p>Name: <b>Jenna Helminski</b>          Job Title: ADRC Supervisor          Telephone Number/Email Address: 608-785-6203/jhelminski@lacrossecounty.org</p>
<p>Brief Description of Duties: Day-to-day oversight and supervision of ADRC staff.</p>
<p>Name: <b>Cheryl Neubauer</b>          Job Title: ADRC Supervisor          Telephone Number/Email Address: 608-785-5708/cneubauer@lacrossecounty.org</p>
<p>Brief Description of Duties: Day-to-day oversight and supervision of ADRC staff.</p>
<p>Name: <b>Dawn Jorstad</b>          Job Title: Nutrition Coordinator          Telephone Number/Email Address: 608-789-8571/djorstad@lacrossecounty.org</p>
<p>Brief Description of Duties: Day-to-day management and administrative functions of the Nutrition Program, including oversight of Nutrition Program staff and volunteers.</p>
<p>Name: <b>Ellen Barum</b>          Job Title: ADRC Professional          Telephone Number/email Address: 608-785-5504/ebarum@lacrossecounty.org</p>
<p>Brief Description of Duties: Provides information and assistance, assessment, benefits related services, wellness/prevention activities, eligibility functions, and/or long-term care options counseling to elderly and adult individuals with disabilities in ADRC.</p>
<p>Name: <b>Shelly Bolstad</b>          Job Title: ADRC Professional          Telephone Number/email Address: 608-792-4509/sbolstad@lacrossecounty.org</p>
<p>Brief Description of Duties: Provides information and assistance, assessment, benefits related services, wellness/prevention activities, eligibility functions, and/or long-term care options counseling to elderly and adult individuals with disabilities in ADRC.</p>

<p>Name: <b>Jade Butler</b>  Job Title: ADRC Professional  Telephone Number/email Address: 608-785-5679/jbutler@lacrossecounty.org</p>
<p>Brief Description of Duties: Provides information and assistance, assessment, benefits related services, wellness/prevention activities, eligibility functions, and/or long-term care options counseling to elderly and adult individuals with disabilities in ADRC.</p>
<p>Name: <b>Kelsey Flock</b>  Job Title: ADRC Professional-Dementia Care Specialist  Telephone Number/email Address: 608-386-0767/kflock@lacrossecounty.org</p>
<p>Brief Description of Duties: Provides information and assistance to individuals with dementia, information and support to family and caregivers, and various training in effort to create dementia-friendly communities and a dementia-capable ADRC/county agency.</p>
<p>Name: <b>Tina Johnson</b>  Job Title: ADRC Professional-Elder Benefit Specialist  Telephone Number/email Address: 608-785-6140/tina.johnson@lacrossecounty.org</p>
<p>Brief Description of Duties: Provides assistance related to Social Security, Medicare, health insurance and other public/private benefits for older adults, ages 60 and over.</p>
<p>Name: <b>Darcey Johnson-Timmerman</b>  Job Title: ADRC Professional  Telephone Number/email Address: 608-785-6091/dtimmerman@lacrossecounty.org</p>
<p>Brief Description of Duties: Provides information and assistance, assessment, benefits related services, wellness/prevention activities, eligibility functions, and/or long-term care options counseling to elderly and adult individuals with disabilities in ADRC.</p>
<p>Name: <b>Kristine Meyer</b>  Job Title: ADRC Professional  Telephone Number/email Address: 608-785-6097/kmeyer@lacrossecounty.org</p>
<p>Brief Description of Duties: Provides information and assistance, assessment, benefits related services, wellness/prevention activities, eligibility functions, and/or long-term care options counseling to elderly and adult individuals with disabilities in ADRC.</p>
<p>Name: <b>Samantha Riniker</b>  Job Title: ADRC Social Service Specialist  Telephone Number/email Address: 608-789-8577/sriniker@lacrossecounty.org</p>
<p>Brief Description of Duties: Supports a variety of ADRC functions/staff including nutrition; supports/facilitates health promotion programming; and manages resources.</p>

<p>Name: <b>Leslie Scheld</b>  Job Title: ADRC Professional  Telephone Number/email Address: 608-785-5884/lischeld@lacrossecounty.org</p>
<p>Brief Description of Duties: Provides information and assistance, assessment, benefits related services, wellness/prevention activities, eligibility functions, and/or long-term care options counseling to elderly and adult individuals with disabilities in ADRC.</p>
<p>Name: <b>Kelly Stokke</b>  Job Title: ADRC Social Service Specialist  Telephone Number/email Address: 608-789-8574/kstokke@lacrossecounty.org</p>
<p>Brief Description of Duties: Supports a variety of ADRC functions/staff including nutrition; serves as transportation and volunteer coordinator; prepares newsletter.</p>
<p>Name: <b>Jackie Williams</b>  Job Title: ADRC Professional  Telephone Number/email Address: 608-785-5874/jawilliams@lacrossecounty.org</p>
<p>Brief Description of Duties: Provides information and assistance, assessment, benefits related services, wellness/prevention activities, eligibility functions, and/or long-term care options counseling to elderly and adult individuals with disabilities in ADRC.</p>
<p>Name: <b>Mary Wruck</b>  Job Title: ADRC Professional-Disability Benefit Specialist  Telephone Number/email Address: 608-785-5742/mwruck@lacrossecounty.org</p>
<p>Brief Description of Duties: Provides assistance related to Social Security, Medicare, health insurance and other public/private benefits for individuals with disabilities, 18-59.</p>
<p>Name: <b>Catherine Olson</b>  Job Title: ADRC Administrative Clerk  Telephone Number/email Address: 608-789-8515/caolson@lacrossecounty.org</p>
<p>Brief Description of Duties: Provide receptionist duties; maintains event/program registrations; completes data entry; and maintains organization of ADRC lobby.</p>
<p>Name: <b>Vacant</b>  Job Title: ADRC Professional  Telephone Number/email Address:</p>
<p>Brief Description of Duties: Provides information and assistance, assessment, benefits related services, wellness/prevention activities, eligibility functions, and/or long-term care options counseling to elderly and adult individuals with disabilities in ADRC.</p>
<p>Name: <b>Vacant</b>  Job Title: ADRC Professional  Telephone Number/email Address:</p>
<p>Brief Description of Duties: Provides information and assistance, assessment, benefits related services, wellness/prevention activities, eligibility functions, and/or long-term care options counseling to elderly and adult individuals with disabilities in ADRC.</p>

## Ageing Unit Coordination with ADRCs

Effective January 1, 2016, the La Crosse County Ageing Unit integrated with the Ageing and Disability Resource Center (ADRC) of La Crosse County. The ADRC of La Crosse County is a Section of the La Crosse County Human Services Department that consists of three units: 1) ADRC, 2) ageing services, and 3) Adult Protective Services (APS).

## Statutory Requirements for the Structure of the Ageing Unit

[Chapter 46.82 of the Wisconsin Statutes](#) sets certain legal requirements for ageing units.

<b>Organization:</b> The law permits one of three options. Which of the following permissible options has the county chosen?	<b>Check One</b>
(1) An agency of county/tribal government with the primary purpose of administering programs for older individuals of the county/tribe.	
(2) A unit, within a county/tribal department with the primary purpose of administering programs for older individuals of the county/tribe.	X
(3) A private, nonprofit corporation, as defined in s. 181.0103 (17).	
<b>Organization of the Commission on Ageing:</b> The law permits one of three options. Which of the following permissible options has the county chosen?	<b>Check One</b>
For an ageing unit that is described in (1) or (2) above, organized as a committee of the county board of supervisors/tribal council, composed of supervisors and advised by an advisory committee, appointed by the county board/tribal council. Older individuals shall constitute at least 50% of the membership of the advisory committee and individuals who are elected to any office may not constitute 50% or more of the membership of the advisory committee.	X
For an ageing unit that is described in (1) or (2) above, composed of individuals of recognized ability and demonstrated interest in services for older individuals. Older individuals shall constitute at least 50% of the membership of this commission and individuals who are elected to any office may not constitute 50% or more of the membership of this commission.	
For an ageing unit that is described in (3) above, the board of directors of the private, nonprofit corporation. Older individuals shall constitute at least 50% of the membership of this commission and individuals who are elected to any office may not constitute 50% or more of the membership of this commission.	
<b>Full-Time Ageing Director:</b> The law requires that the ageing unit have a full-time director as described below. Does the county have a full-time ageing director as required by law?	<b>Yes</b>

## Role of the Policy-Making Body

The policy-making body, also called the commission on aging, must approve the aging plan. In La Crosse County, the Health and Human Services Board serves as the policy-making body/commission on aging. A summary of community engagement feedback, along with a draft of the aging plan goals, was presented to the Health and Human Services Board on September 7, 2021. The final plan was presented to the Board on October 12, 2021. See the Appendices for the agendas and minutes from these meetings.

## Membership of the Policy-Making Body

The commission, locally designated as the Health and Human Services Board, is the policy making entity for aging services (46.82 (4) (a) (1)), not an aging advisory committee. The membership of the aging unit's policy-making body is provided below. There are term limits for the membership of the policy-making body.

### Official Name of the County Aging Unit's Policy-Making Body:

#### La Crosse County Health & Human Services Board

Name	Age 60 and Older	Elected Official	Year First Term Began
<b>Chairperson:</b> Tina Tryggestad	No	Yes	2020
Kim Cable	No	Yes	2020
Maureen Freedland	Yes	Yes	2018
Ebony Hyter	No	No	2017
Thomas Jacobs	Yes	Yes	2021
Dr. Laurie Logan	No	No	2018
Susan Waukon	No	Yes	2021
Noelle Weber Strauss	No	Yes	2020

## Role of the Advisory Committee

The role of the ADRC Advisory Committee is to advise the policy-making body, the Health and Human Services Board, in the development of the plan and to advocate for older adults. The 2022-2024 aging plan was first introduced/discussed with the ADRC Advisory Committee on December 10, 2020 then again on February 1, 2021. Additionally, a summary of community engagement feedback was presented to the Committee on June 7, 2021 and a draft of the aging plan goals was presented to the Committee on August 2, 2021. The final plan was presented to the Committee on October 4, 2021. See the Appendices for the agendas and minutes from these meetings.

## Membership of the Advisory Committee

An advisory committee is required if the commission (policy-making body, Health and Human Services Board) does not follow the Elders Act requirements for elected officials, older adults, and terms, or if the commission is a committee of the county board (46.82 (4) (b) (1)). Given that La Crosse County has an advisory committee, the membership of the advisory committee is provided below. Older individuals shall constitute at least 50% of the membership of the advisory committee and individuals who are elected to any office may not constitute 50% or more of the membership of the advisory committee. There are no term limit requirements on advisory committees.

### Official Name of the County Aging Unit's Advisory Committee:

#### ADRC of La Crosse County Advisory Committee

Name	Age 60 and Older	Elected Official	Start of Service
<b>Chairperson: N/A</b>			
Diane Brose	Yes	No	2020
David Hundt	Yes	Yes	2020
Cindy Jensen	Yes	No	2017
Kathy Lucey	Yes	No	2018
Rhonda Staats	Yes	No	2017
Sr. Kathy Stuttgen	Yes	No	2017
Sarah Winn	Yes	No	2021
Margaret Wood	Yes	No	2019

## Budget Summary

The aging unit (ADRC of La Crosse County) is required to submit an annual budget to the Area Agency on Aging (AAA) using a budget worksheet approved by the Bureau of Aging and Disability Resources (BADR). Below are the budget summaries for CY 2022.

	Federal Contract Funds	Cash Match Funds	Other Federal Funds	Other State Funds	Program Income Funds	Total Cash Funds	In-Kind Match Allocations	Grand Total
Supportive Services	\$ 108,568	\$ 14,862	\$ -	\$ -	\$ 7,500	\$ 130,930	\$ -	\$ 130,930
Congregate Nutrition Services	\$ 306,648	\$ -	\$ -	\$ -	\$ 75,000	\$ 381,648	\$ 100,000	\$ 481,648
Home Delivered Nutrition Services	\$ 155,708	\$ 110,956	\$ 49,110	\$ 9,944	\$ 250,000	\$ 575,718	\$ 150,000	\$ 725,718
Health Promotion Services	\$ 7,502	\$ 1,053	\$ -	\$ -	\$ -	\$ 8,555	\$ -	\$ 8,555
Caregiver Services - 60+	\$ 61,539	\$ 27,226	\$ -	\$ -	\$ -	\$ 88,765	\$ -	\$ 88,765
Caregiver Services - Underage	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ 1,500	\$ -	\$ 1,500
<b>Grand Total</b>	<b>\$ 641,465</b>	<b>\$ 154,097</b>	<b>\$ 49,110</b>	<b>\$ 9,944</b>	<b>\$ 332,500</b>	<b>\$ 1,187,116</b>	<b>\$ 250,000</b>	<b>\$ 1,437,116</b>

	Federal Contract Funds	Cash Match Funds	Other Federal Funds	Other State Funds	Program Income Funds	Total Cash Funds	In-Kind Match Allocations	Grand Total
Elder Abuse	\$ -	\$ 68,087	\$ -	\$ -	\$ -	\$ 106,675	\$ -	\$ 106,675
<b>Grand Total</b>	<b>\$ -</b>	<b>\$ 68,087</b>	<b>\$ -</b>	<b>\$ 38,588</b>	<b>\$ -</b>	<b>\$ 106,675</b>	<b>\$ -</b>	<b>\$ 106,675</b>



## Verification of Intent

The purpose of the Verification of Intent is to show that county government has approved the plan. It further signifies the commitment of county government to carry out the plan. Copies of approval documents must be available in the offices of the aging unit.

The person(s) authorized to sign the final plan on behalf of the commission on aging and the county board must sign and indicate their title. This approval must occur before the final plan is submitted to the AAA for approval.

We verify that all information contained in this plan is correct.

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Signature and Title of the Chairperson of the Commission on Aging      Date

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Signature and Title of the Authorized County Board Representative      Date

## **Assurances of Compliance with Federal and State Laws and Regulations**

A signed copy of this statement must accompany the plan. The plan must be signed by the person with the designated authority to enter into a legally binding contract. Most often this is the county board chairperson. The assurances agreed to by this signature page must accompany the plan when submitted to the AAA and BADR.

The assurances need not be included with copies of the plan distributed to the public.

### **Compliance with Federal and State Laws and Regulations for 2022-24**

On behalf of the county, we certify

Aging & Disability Resource Center (ADRC) of La Crosse County

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(Give the full name of the county aging unit)

has reviewed the appendix to the county plan entitled Assurances of Compliance with Federal and State Laws and Regulations for 2022-2024. We assure that the activities identified in this plan will be carried out to the best of the ability of the county in compliance with the federal and state laws and regulations listed in the Assurances of Compliance with Federal and State Laws and Regulations for 2022-2024.

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<b>Signature and Title of the Chairperson of the Commission on Aging</b>	<b>Date</b>
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<b>Signature and Title of the Authorized County Board Representative</b>	<b>Date</b>
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**The applicant certifies compliance with the following regulations:**

1. Legal Authority of the Applicant

- The applicant must possess legal authority to apply for the grant.
- A resolution, motion or similar action must be duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurances contained therein.
- This resolution, motion or similar action must direct and authorize the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.

2. Outreach, Training, Coordination & Public Information

- The applicant must assure that outreach activities are conducted to ensure the participation of eligible older persons in all funded services as required by the Bureau of Aging and Disability Resources Resource's designated Area Agency on Aging.
- The applicant must assure that each service provider trains and uses elderly persons and other volunteers and paid personnel as required by the Bureau of Aging and Disability Resources Resource's designated Area Agency on Aging.
- The applicant must assure that each service provider coordinates with other service providers, including senior centers and the nutrition program, in the planning and service area as required by the Bureau of Aging and Disability Resources Resource's designated Area Agency on Aging.
- The applicant must assure that public information activities are conducted to ensure the participation of eligible older persons in all funded services as required by the Bureau of Aging and Disability Resources Resource's designated Area Agency on Aging.

3. Preference for Older People with Greatest Social and Economic Need

The applicant must assure that all service providers follow priorities set by the Bureau of Aging and Disability Resources Resource's designated Area Agency on Aging for serving older people with greatest social and economic need.

4. Advisory Role to Service Providers of Older Persons

The applicant must assure that each service provider utilizes procedures for obtaining the views of participants about the services they receive.

5. Contributions for Services

- The applicant shall assure that agencies providing services supported with Older Americans Act and state aging funds shall give older adults a free and voluntary

opportunity to contribute to the costs of services consistent with the Older Americans Act regulations.

- Each older recipient shall determine what he/she is able to contribute toward the cost of the service. No older adult shall be denied a service because he/she will not or cannot contribute to the cost of such service.
- The applicant shall provide that the methods of receiving contributions from individuals by the agencies providing services under the county/tribal plan shall be handled in a manner that assures the confidentiality of the individual's contributions.
- The applicant must assure that each service provider establishes appropriate procedures to safeguard and account for all contributions.
- The applicant must assure that each service provider considers and reports the contributions made by older people as program income. All program income must be used to expand the size or scope of the funded program that generated the income. Nutrition service providers must use all contributions to expand the nutrition services. Program income must be spent within the contract period that it is generated.

## 6. Confidentiality

- The applicant shall ensure that no information about, or obtained from an individual and in possession of an agency providing services to such individual under the county/tribal or area plan, shall be disclosed in a form identifiable with the individual, unless the individual provides his/her written informed consent to such disclosure.
- Lists of older adults compiled in establishing and maintaining information and referral sources shall be used solely for the purpose of providing social services and only with the informed consent of each person on the list.
- In order that the privacy of each participant in aging programs is in no way abridged, the confidentiality of all participant data gathered and maintained by the State Agency, the Area Agency, the county or tribal aging agency, and any other agency, organization, or individual providing services under the State, area, county, or tribal plan, shall be safeguarded by specific policies.
- Each participant from whom personal information is obtained shall be made aware of his or her rights to:
  - (a) Have full access to any information about one's self which is being kept on file;
  - (b) Be informed about the uses made of the information about him or her, including the identity of all persons and agencies involved and any known consequences for providing such data; and,
  - (c) Be able to contest the accuracy, completeness, pertinence, and necessity of information being retained about one's self and be assured that such information, when incorrect, will be corrected or amended on request.
- All information gathered and maintained on participants under the area, county or tribal plan shall be accurate, complete, and timely and shall be legitimately

necessary for determining an individual's need and/or eligibility for services and other benefits.

- No information about, or obtained from, an individual participant shall be disclosed in any form identifiable with the individual to any person outside the agency or program involved without the informed consent of the participant or his/her legal representative, except:
  - (a) By court order; or,
  - (b) When securing client-requested services, benefits, or rights.
- The lists of older persons receiving services under any programs funded through the State Agency shall be used solely for the purpose of providing said services, and can only be released with the informed consent of each individual on the list.
- All paid and volunteer staff members providing services or conducting other activities under the area plan shall be informed of and agree to:
  - (a) Their responsibility to maintain the confidentiality of any client-related information learned through the execution of their duties. Such information shall not be discussed except in a professional setting as required for the delivery of service or the conduct of other essential activities under the area plan; and,
  - (b) All policies and procedures adopted by the State and Area Agency to safeguard confidentiality of participant information, including those delineated in these rules.
- Appropriate precautions shall be taken to protect the safety of all files, microfiche, computer tapes and records in any location which contain sensitive information on individuals receiving services under the State or area plan. This includes but is not limited to assuring registration forms containing personal information are stored in a secure, locked drawer when not in use.

## 7. Records and Reports

- The applicant shall keep records and make reports in such form and requiring such information as may be required by the Bureau of Aging and Disability Resources and in accordance with guidelines issued solely by the Bureau of Aging and Disability Resources and the Administration on Aging.
- The applicant shall maintain accounts and documents which will enable an accurate review to be made at any time of the status of all funds which it has been granted by the Bureau of Aging and Disability Resources through its designated Area Agency on Aging. This includes both the disposition of all monies received and the nature of all charges claimed against such funds.

## 8. Licensure and Standards Requirements

- The applicant shall assure that where state or local public jurisdiction requires licensure for the provision of services, agencies providing services under the county/tribal or area plan shall be licensed or shall meet the requirements for licensure.

- The applicant is cognizant of and must agree to operate the program fully in conformance with all applicable state and local standards, including the fire, health, safety and sanitation standards, prescribed in law or regulation.

## 9. Civil Rights

- The applicant shall comply with Title VI of the Civil Rights Act of 1964 (P.L. 88-352) and in accordance with that act, no person shall on the basis of race, color, or national origin, be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination under any program or activity under this plan.
- All grants, sub-grants, contracts or other agents receiving funds under this plan are subject to compliance with the regulation stated in 9 above.
- The applicant shall develop and continue to maintain written procedures which specify how the agency will conduct the activities under its plan to assure compliance with Title VI of the Civil Rights Act.
- The applicant shall comply with Title VI of the Civil Rights Act (42 USC 2000d) prohibiting employment discrimination where (1) the primary purpose of a grant is to provide employment or (2) discriminatory employment practices will result in unequal treatment of persons who are or should be benefiting from the service funded by the grant.
- All recipients of funds through the county/tribal or area plan shall operate each program or activity so that, when viewed in its entirety, the program or activity is accessible to and usable by handicapped adults as required in the Architectural Barriers Act of 1968.

## 10. Uniform Relocation Assistance and Real Property Acquisition Act of 1970

The applicant shall comply with requirements of the provisions of the Uniform Relocation and Real Property Acquisitions Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of federal and federally assisted programs.

## 11. Political Activity of Employees

The applicant shall comply with the provisions of the Hatch Act (5 U.S.C. Sections 7321-7326), which limit the political activity of employees who work in federally funded programs. [Information about the Hatch Act is available from the U.S. Office of Special Counsel at <http://www.osc.gov/>]

## 12. Fair Labor Standards Act

The applicant shall comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act (Title 29, United States Code, Section 201-219), as they apply to hospital and educational institution employees of state and local governments.

### 13. Private Gain

The applicant shall establish safeguards to prohibit employees from using their positions for a purpose that is or appears to be motivated by a desire for private gain for themselves or others (particularly those with whom they have family, business or other ties).

### 14. Assessment and Examination of Records

- The applicant shall give the Federal agencies, State agencies and the Bureau of Aging and Disability Resources Resource's authorized Area Agencies on Aging access to and the right to examine all records, books, papers or documents related to the grant.
- The applicant must agree to cooperate and assist in any efforts undertaken by the grantor agency, or the Administration on aging, to evaluate the effectiveness, feasibility, and costs of the project.
- The applicant must agree to conduct regular on-site assessments of each service provider receiving funds through a contract with the applicant under the county or tribal plan.

### 15. Maintenance of Non-Federal Funding

- The applicant assures that the aging unit, and each service provider, shall not use Older Americans Act or state aging funds to supplant other federal, state or local funds.
- The applicant must assure that each service provider must continue or initiate efforts to obtain funds from private sources and other public organizations for each service funded under the county or tribal plan.

### 16. Regulations of Grantor Agency

The applicant shall comply with all requirements imposed by the Department of Health and Family Services, Division of Supportive Living, Bureau of Aging and Disability Resources concerning special requirements of federal and state law, program and fiscal requirements, and other administrative requirements.

### 17. Older Americans Act

Aging Units, through binding agreement/contract with an Area Agency on Aging must support and comply with following requirements under the Older Americans Act (Public Law 89-73) [As Amended Through P.L. 116-131, Enacted March 25, 2020] Reference: 45 CFR Part 1321 – Grants to State and Community Programs on Aging.

Sec. 306. (a)



(1) provide, through a comprehensive and coordinated system, for supportive services, nutrition services, and, where appropriate, for the establishment, maintenance, modernization, or construction of multipurpose senior centers (including a plan to use the skills and services of older individuals in paid and unpaid work, including multigenerational and older individual to older individual work), within the planning and service area covered by the plan, including determining the extent of need for supportive services, nutrition services, and multipurpose senior centers in such area (taking into consideration, among other things, the number of older individuals with low incomes residing in such area, the number of older individuals who have greatest economic need (with particular attention to low income older individuals, including low-income minority older individuals, older individuals with limited English proficiency, and older individuals residing in rural areas) residing in such area, the number of older individuals who have greatest social need (with particular attention to low-income older individuals, including low-income minority older individuals, older individuals with limited English proficiency, and older individuals residing in rural areas) residing in such area, the number of older individuals at risk for institutional placement residing in such area, and the number of older individuals who are Indians residing in such area, and the efforts of voluntary organizations in the community), evaluating the effectiveness of the use of resources in meeting such need, and entering into agreements with providers of supportive services, nutrition services, or multipurpose senior centers in such area, for the provision of such services or centers to meet such need;

(2) provide assurances that an adequate proportion, as required under section 307(a)(2), of the amount allotted for part B to the planning and service area will be expended for the delivery of each of the following categories of services-

(A) services associated with access to services (transportation, health services (including mental health services), outreach, information and assistance (which may include information and assistance to consumers on availability of services under part B and how to receive benefits under and participate in publicly supported programs for which the consumer may be eligible), and case management services);

(B) in-home services, including supportive services for families of older individuals who are victims of Alzheimer's disease and related disorders with neurological and organic brain dysfunction; and

(C) legal assistance;

and assurances that the Area Agency on Aging will report annually to the State agency in detail the amount of funds expended for each such category during the fiscal year most recently concluded.

(3)(A) designate, where feasible, a focal point for comprehensive service delivery in each community, giving special consideration to designating multipurpose senior centers (including multipurpose senior centers operated by organizations referred to in paragraph (6)(C)) as such focal point; and (B) specify, in grants, contracts, and agreements implementing the plan, the identity of each focal point so designated;

(4)(A)(i)(I) provide assurances that the Area Agency on Aging will—  
(aa) set specific objectives, consistent with State policy, for providing services to older individuals with greatest economic need, older individuals with greatest social need, and older individuals at risk for institutional placement;  
(bb) include specific objectives for providing services to low-income minority older individuals, older individuals with limited English proficiency, and older individuals residing in rural areas; and  
(II) include proposed methods to achieve the objectives described in items (aa) and (bb) of subclause (I);  
(ii) provide assurances that the Area Agency on Aging will include in each agreement made with a provider of any service under this title, a requirement that such provider will—  
(I) specify how the provider intends to satisfy the service needs of low-income minority individuals, older individuals with limited English proficiency, and older individuals residing in rural areas in the area served by the provider;  
(II) to the maximum extent feasible, provide services to low-income minority individuals, older individuals with limited English proficiency, and older individuals residing in rural areas in accordance with their need for such services; and  
(III) meet specific objectives established by the Area Agency on Aging, for providing services to low-income minority individuals, older individuals with limited English proficiency, and older individuals residing in rural areas within the planning and service area; and  
(4)(A)(iii) With respect to the fiscal year preceding the fiscal year for which such plan is prepared, each Area Agency on Aging shall--  
(I) identify the number of low-income minority older individuals and older individuals residing in rural areas in the planning and service area;  
(II) describe the methods used to satisfy the service needs of such minority older individuals; and  
(III) provide information on the extent to which the Area Agency on Aging met the objectives described in clause (a)(4)(A)(i).

(4)(B)(i) Each Area Agency on Aging shall provide assurances that the Area Agency on Aging will use outreach efforts that will identify individuals eligible for assistance under this Act, with special emphasis on--  
(I) older individuals residing in rural areas;  
(II) older individuals with greatest economic need (with particular attention to low-income minority individuals and older individuals residing in rural areas);  
(III) older individuals with greatest social need (with particular attention to low-income minority individuals and older individuals residing in rural areas);  
(IV) older individuals with severe disabilities;  
(V) older individuals with limited English proficiency;  
(VI) older individuals with Alzheimer's disease and related disorders with neurological and organic brain dysfunction (and the caretakers of such individuals);  
and

(VII) older individuals at risk for institutional placement, specifically including survivors of the Holocaust; and

(4)(C) Each area agency on aging shall provide assurance that the Area Agency on Aging will ensure that each activity undertaken by the agency, including planning, advocacy, and systems development, will include a focus on the needs of low-income minority older individuals and older individuals residing in rural areas.

(5) Each Area Agency on Aging shall provide assurances that the Area Agency on Aging will coordinate planning, identification, assessment of needs, and provision of services for older individuals with disabilities, with particular attention to individuals with severe disabilities, and individuals at risk for institutional placement, with agencies that develop or provide services for individuals with disabilities.

(6)(F) Each area agency will:

in coordination with the State agency and with the State agency responsible for mental health services, increase public awareness of mental health disorders, remove barriers to diagnosis and treatment, and coordinate mental health services (including mental health screenings) provided with funds expended by the Area Agency on Aging with mental health services provided by community health centers and by other public agencies and nonprofit private organizations;

(6)(G) if there is a significant population of older individuals who are Indians in the planning and service area of the area agency on aging, the area agency on aging shall conduct outreach activities to identify such individuals in such area and shall inform such individuals of the availability of assistance under this Act;

(6)(H) in coordination with the State agency and with the State agency responsible for elder abuse prevention services, increase public awareness of elder abuse, neglect, and exploitation, and remove barriers to education, prevention, investigation, and treatment of elder abuse, neglect, and exploitation, as appropriate; and

(9)(A) the area agency on aging, in carrying out the State Long-Term Care Ombudsman program under section 307(a)(9), will expend not less than the total amount of funds appropriated under this Act and expended by the agency in fiscal year 2019 in carrying out such a program under this title; and (Ombudsman programs and services are provided by the Board on Aging and Long Term Care)

(10) provide a grievance procedure for older individuals who are dissatisfied with or denied services under this title;

(11) provide information and assurances concerning services to older individuals who are Native Americans (referred to in this paragraph as "older Native Americans"), including-

(A) information concerning whether there is a significant population of older Native Americans in the planning and service area and if so, an assurance that the Area Agency on Aging will pursue activities, including outreach, to increase access of those older Native Americans to programs and benefits provided under this title; (B) an assurance that the Area Agency on Aging will, to the maximum extent practicable, coordinate the services the agency provides under this title with services provided under title VI; and (C) an assurance that the Area Agency on Aging will make services under the area plan available, to the same extent as such services are available to older individuals within the planning and service area, to older Native Americans.

(13) provide assurances that the Area Agency on Aging will

(A) maintain the integrity and public purpose of services provided, and service providers, under this title in all contractual and commercial relationships.

(B) disclose to the Assistant Secretary and the State agency-

(i) the identity of each nongovernmental entity with which such agency has a contract or commercial relationship relating to providing any service to older individuals; and

(ii) the nature of such contract or such relationship.

(C) demonstrate that a loss or diminution in the quantity or quality of the services provided, or to be provided, under this title by such agency has not resulted and will not result from such non-governmental contracts or such commercial relationships.

(D) demonstrate that the quantity or quality of the services to be provided under this title by such agency will be enhanced as a result of such non-governmental contracts or commercial relationships.

(E) on the request of the Assistant Secretary or the State, for the purpose of monitoring compliance with this Act (including conducting an audit), disclose all sources and expenditures of funds such agency receives or expends to provide services to older individuals.

(14) provide assurances that funds received under this title will not be used to pay any part of a cost (including an administrative cost) incurred by the Area Agency on Aging to carry out a contract or commercial relationship that is not carried out to implement this title.

(15) provide assurances that funds received under this title will be used-

(A) to provide benefits and services to older individuals, giving priority to older individuals identified in paragraph (4)(A)(i); and

(B) in compliance with the assurances specified in paragraph (13) and the limitations specified in section 212;

(16) provide, to the extent feasible, for the furnishing of services under this Act, consistent with self-directed care;

(17) include information detailing how the area agency on aging will coordinate activities, and develop long-range emergency preparedness plans, with local and State emergency response agencies, relief organizations, local and State governments, and any other institutions that have responsibility for disaster relief service delivery;

### **Wisconsin Elders Act**

If the applicant is an aging unit, the aging unit must comply with the provisions of the Wisconsin Elders Act.

Wisconsin Statutes Chapter 46.82 Aging unit.

“Aging unit” means an aging unit director and necessary personnel, directed by a county or tribal commission on aging and organized as one of the following:

- (1) An agency of county or tribal government with the primary purpose of administering programs of services for older individuals of the county or tribe.
- (2) A unit, within a county department under s. 46.215, 46.22
- (3) or 46.23, with the primary purpose of administering programs of
- (4) services for older individuals of the county.
- (5) A private corporation that is organized under ch. 181 and
- (6) that is a nonprofit corporation, as defined in s. 181.0103 (17).

**Aging Unit; Creation.** A county board of supervisors of a county, the county boards of supervisors of 2 or more contiguous counties or an elected tribal governing body of a federally recognized American Indian tribe or band in this state may choose to administer, at the county or tribal level, programs for older individuals that are funded under 42 USC 3001 to 3057n, 42 USC 5001 and 42 USC 5011 (b). If this is done, the county board or boards of supervisors or tribal governing body shall establish by resolution a county or tribal aging unit to provide the services required under this section. If a county board of supervisors or a tribal governing body chooses, or the county boards of supervisors of 2 or more contiguous counties choose, not to administer the programs for older individuals, the department shall direct the Area Agency on Aging that serves the relevant area to contract with a private, nonprofit corporation to provide for the county, tribe or counties the services required under this section.

Aging Unit; Powers and Duties. In accordance with state statutes, rules promulgated by the department and relevant provisions of 42 USC 3001 to 3057n and as directed by the county or tribal commission on aging, an aging unit:

(a) *Duties.* Shall do all of the following:

1. Work to ensure that all older individuals, regardless of income, have access to information, services and opportunities available through the county or tribal aging unit and have the opportunity to contribute to the cost of services and that the services and resources of the county or tribal aging unit are designed to reach those in greatest social and economic need.
2. Plan for, receive and administer federal, state and county, city, town or village funds allocated under the state and area plan on aging to the county or tribal aging unit and any gifts, grants or payments received by the county or tribal aging unit, for the purposes for which allocated or made.
3. Provide a visible and accessible point of contact for individuals to obtain accurate and comprehensive information about public and private resources available in the community which can meet the needs of older individuals.
4. As specified under s. 46.81, provide older individuals with services of benefit specialists or appropriate referrals for assistance.
5. Organize and administer congregate programs, which shall include a nutrition program and may include one or more senior centers or adult day care or respite care programs, that enable older individuals and their families to secure a variety of services, including nutrition, daytime care, educational or volunteer opportunities, job skills preparation and information on health promotion, consumer affairs and civic participation.
6. Work to secure a countywide or tribal transportation system that makes community programs and opportunities accessible to, and meets the basic needs of, older individuals.
7. Work to ensure that programs and services for older individuals are available to homebound, disabled and non-English speaking persons, and to racial, ethnic and religious minorities.
8. Identify and publicize gaps in services needed by older individuals and provide leadership in developing services and programs, including recruitment and training of volunteers, that address those needs.
9. Work cooperatively with other organizations to enable their services to function effectively for older individuals.
10. Actively incorporate and promote the participation of older individuals in the preparation of a county or tribal comprehensive plan for aging resources that identifies needs, goals, activities and county or tribal resources for older individuals.
11. Provide information to the public about the aging experience and about resources for and within the aging population.
12. Assist in representing needs, views and concerns of older individuals in local decision making and assist older individuals in expressing their views to elected officials and providers of services.

13. If designated under s. 46.27 (3) (b) 6., administer the long-term support community options program.
14. If the department is so requested by the county board of supervisors, administer the pilot projects for home and community –based long-term support services under s. 46.271.
15. If designated under s. 46.90 (2), administer the elder abuse reporting system under s. 46.90.
16. If designated under s. 46.87 (3) (c), administer the Alzheimer’s disease family and caregiver support program under s. 46.87.
17. If designated by the county or in accordance with a contract with the department, operate the specialized transportation assistance program for a county under s. 85.21.
18. Advocate on behalf of older individuals to assist in enabling them to meet their basic needs.
19. If an aging unit under sub. (1) (a) 1. or 2. and if authorized under s. 46.283 (1) (a) 1., apply to the department to operate a resource center under s. 46.283 and, if the department contracts with the county under s. 46.283 (2), operate the resource center.
20. If an aging unit under sub. (1) (a) 1. or 2. and if authorized under s. 46.284 (1) (a) 1., apply to the department to operate a care management organization under s. 46.284 and, if the department contracts with the county under s. 46.284 (2), operate the care management organization and, if appropriate, place funds in a risk reserve.

(b) Powers. May perform any other general functions necessary to administer services for older individuals.

#### (4) Commission on Aging.

##### (a) Appointment.

1. Except as provided under subd. 2., the county board of supervisors in a county that has established a single-county aging unit, the county boards of supervisors in counties that have established a multicounty aging unit or the elected tribal governing body of a federally recognized American Indian tribe or band that has established a tribal aging unit shall, before qualification under this section, appoint a governing and policy-making body to be known as the commission on aging.
2. In any county that has a county executive or county administrator and that has established a single-county aging unit, the county executive or county administrator shall appoint, subject to confirmation by the county board of supervisors, the commission on aging. A member of a commission on aging appointed under this subdivision may be removed by the county executive or county administrator for cause.

##### (b) Composition.

A commission on aging, appointed under par. (a) shall be one of the following:

1. For an aging unit that is described in sub. (1) (a) 1. or 2., organized as a committee of the county board of supervisors, composed of supervisors and, beginning January 1, 1993, advised by an advisory committee, appointed by the county board. Older

individuals shall constitute at least 50% of the membership of the advisory committee and individuals who are elected to any office may not constitute 50% or more of the membership of the advisory committee.

2. For an aging unit that is described in sub. (1) (a) 1. or 2., composed of individuals of recognized ability and demonstrated interest in services for older individuals. Older individuals shall constitute at least 50% of the membership of this commission and individuals who are elected to any office may not constitute 50% or more of the membership of this commission.

3. For an aging unit that is described in sub. (1) (a) 3., the board of directors of the private, nonprofit corporation. Older individuals shall constitute at least 50% of the membership of this commission and individuals who are elected to any office may not constitute 50% or more of the membership of this commission.

(c) Terms.

Members of a county or tribal commission on aging shall serve for terms of 3 years, so arranged that, as nearly as practicable, the terms of one-third of the members shall expire each year, and no member may serve more than 2 consecutive 3-year terms. Vacancies shall be filled in the same manner as the original appointments. A county or tribal commission on aging member appointed under par. (a) 1. may be removed from office for cause by a two-thirds vote of each county board of supervisors or tribal governing body participating in the appointment, on due notice in writing and hearing of the charges against the member.

(c) Powers and duties.

A county or tribal commission on aging appointed under sub. (4) (a) shall, in addition to any other powers or duties established by state law, plan and develop administrative and program policies, in accordance with state law and within limits established by the department of health and family services, if any, for programs in the county or for the tribe or band that are funded by the federal or state government for administration by the aging unit.

Policy decisions not reserved by statute for the department of health and family services may be delegated by the secretary to the county or tribal commission on aging. The county or tribal commission on aging shall direct the aging unit with respect to the powers and duties of the aging unit under sub. (3).

(5) Aging Unit Director; Appointment. A full-time aging unit director shall be appointed on the basis of recognized and demonstrated interest in and knowledge of problems of older individuals, with due regard to training, experience, executive and administrative ability and general qualification and fitness for the performance of his or her duties, by one of the following:

(a) 1. For an aging unit that is described in sub. (1) (a) 1., except as provided in subd. 2., a county or tribal commission on aging shall make the appointment, subject to the approval of and to the personnel policies and procedures established by each



county board of supervisors or the tribal governing body that participated in the appointment of the county or tribal commission on aging. 2. In any county that has a county executive or county administrator and that has established a single-county aging unit, the county executive or county administrator shall make the appointment, subject to the approval of and to the personnel policies and procedures established by each county board of supervisors that participated in the appointment of the county commission on aging.

(b) For an aging unit that is described in sub. (1) (a) 2., the director of the county department under s. 46.215, 46.22 or 46.23 of which the aging unit is a part shall make the appointment, subject to the personnel policies and procedures established by the county board of supervisors.

(d) For an aging unit that is described in sub. (1) (a) 3., the commission on aging under sub. (4) (b) 3. shall make the appointment, subject to ch. 181.

## Appendices

### Community Engagement Report #1

<b>Your County or Tribe:</b> La Crosse	<b>Date/s of Event or Effort:</b> January 2021
<b>Target audience(s):</b> Subscribers of <i>Senior Life</i> monthly publication, general public, Hmong elders (via Cia Siab Inc)	<b>Number of Participants/ Respondents:</b> 689
<b>Describe the method used including partners and outreach done to solicit responses:</b> Introduced the 2022-2024 Aging Plan, and provided an announcement of the upcoming survey, in the January 2021 edition of the <i>La Crosse Senior Life</i> monthly publication. A hard copy of the survey, along with a prepaid, self-addressed return envelope, was mailed to each subscriber of the <i>Senior Life</i> in January 2021. A total of 5,314 surveys were mailed; 552 were returned as undeliverable. A total of 47 electronic versions of the survey were emailed to the subscribers of the <i>Senior Life</i> email distribution list as well. Outreach was also conducted with Cia Siab Inc in efforts to obtain feedback of the Hmong elders. A SurveyMonkey link was provided in the February 2021 edition of the <i>Senior Life</i> as well as added to the home page of the ADRC of La Crosse County website. A reminder was provided in the March 2021 edition of the <i>Senior Life</i> .	
<b>Describe how the information collected was used to develop the plan:</b> Raw data was individually reviewed and categorized to establish trends. Results were shared with the ADRC Advisory Committee in June 2021 with emphasis on top trending data for each survey question. Committee members discussed potential goals related to each program area. A summary of the results was also published in the July 2021 edition of the <i>Senior Life</i> with an invite to contact the ADRC with additional feedback. Results were top of mind, and referenced often, during goal development. Results were also referenced, and will continue to be referenced, when presenting a draft of the goals to the ADRC Advisory Committee in August 2021.	
<b>What were the key takeaways/findings from the outreach?</b> First and foremost, it was quite apparent that general ADRC outreach, including greater knowledge and understanding of ADRC services and programs, is needed. Much of the feedback collected referenced services and programs already provided by the ADRC. Additionally, when asked “Are you familiar with the Aging & Disability Resource Center?” 34% indicated “No” despite receiving a monthly publication by the Aging & Disability Resource Center. It was also apparent that services/programs are needed/desired in rural areas of the County—meeting people where they are at versus requiring individuals to travel, which also requires acquiring transportation for many, to the needed services/programs. Most often, the services/programs referenced related to staying active and healthy, with a strong desire to regularly attend programming/activities at a senior/community center. Concerns of finances, housing and transportation were also frequently referenced however, again, it was apparent that in many cases, connection with the ADRC would/could assist the individual/family.	

## Community Engagement Report #2

<b>Your County or Tribe:</b> La Crosse	<b>Date/s of Event or Effort:</b> January & July 2021
<b>Target audience(s):</b> Subscribers of <i>Senior Life</i> monthly publication, general public, ADRC Advisory Committee	<b>Number of Participants/ Respondents:</b> 1
<b>Describe the method used including partners and outreach done to solicit responses:</b> An open invitation to connect with the ADRC Manager anytime regarding the plan was provided in the January 2021 edition of the <i>La Crosse Senior Life</i> , a monthly newspaper distributed to approximately 6,000, as well as in the July 2021 edition. An invite was also referenced on the ADRC of La Crosse County’s website as well as discussed with ADRC Advisory Committee members should they knew of anyone interested in sharing.	
<b>Describe how the information collected was used to develop the plan:</b> While only one individual attended in total, the feedback received was top of mind/referenced when developing plan goals.	
<b>What were the key takeaways/findings from the outreach?</b> A key takeaway from the conversation was interest in ongoing education. Individual referred previous classes held at local technical college. Individual expressed desire for programming to occur at or around the Southside Neighborhood Center or Library.	

## Community Engagement Report #3

<b>Your County or Tribe:</b> La Crosse	<b>Date/s of Event or Effort:</b> June 2021
<b>Target audience(s):</b> Subscribers of <i>Senior Life</i> monthly publication, general public, ADRC Advisory Committee	<b>Number of Participants/ Respondents:</b> 1
<b>Describe the method used including partners and outreach done to solicit responses:</b> A total of eight listening sessions were advertised in the June 2021 edition of the <i>La Crosse Senior Life</i> , a monthly newspaper distributed to approximately 6,000 and the ADRC of La Crosse County website. Additionally, information was shared with members of the ADRC Advisory Committee with an ask to share with their networks. Two sessions per program area (support services, nutrition services, health promotion, and caregiver services) were offered; a combination of days and times, both mornings and afternoons.	
<b>Describe how the information collected was used to develop the plan:</b> While only one individual attended in total, the feedback received was top of mind/referenced when developing plan goals.	
<b>What were the key takeaways/findings from the outreach?</b> A key takeaway from the conversation was the need for general caregiver supports. Individual expressed interest in connecting with other caregivers for emotional support. Individual referenced participating in a support group however, specific to dementia. While her loved one does not have dementia, she still participants given no other options. Individual also referenced the need for respite care options as well as a list of vetted contractors/services.	

# Public Hearing Report #1

<b>Date of Hearing:</b> 09/30/21	<b>County or Tribe:</b> La Crosse
<b>Location of Hearing:</b> Virtual, via Microsoft Teams, with phone-in option	<b>Accessibility of Hearing:</b> <input checked="" type="checkbox"/> Location was convenient, accessible & large enough <input checked="" type="checkbox"/> Provisions were made for hearing/visual impairments <input checked="" type="checkbox"/> Provisions were made for those who do not speak English <input checked="" type="checkbox"/> Hearings were held in several locations (at least one in each county your agency serves) <input checked="" type="checkbox"/> Hearing was not held with board/committee meetings
<b>Address of Hearing:</b> N/A	
<b>Number of Attendees:</b> 0	
<b>Public Notice:</b>	
<input checked="" type="checkbox"/> Official public notification began at least 2 weeks prior? Date: 09/15/21 <input checked="" type="checkbox"/> <b>Notice must be posted</b> in a local/online newspaper, nutrition sites and senior centers plus at least one more avenue	
<input checked="" type="checkbox"/> <b>*Print/online newspaper:</b> La Crosse Tribune, 09/19/21 <input checked="" type="checkbox"/> <b>*Nutrition sites</b> <input checked="" type="checkbox"/> <b>*Senior centers</b> <input checked="" type="checkbox"/> Newsletter, radio, TV, social media <input type="checkbox"/> Sent to partner agencies/individuals <input type="checkbox"/> Other _____	
<input checked="" type="checkbox"/> Notifications include	
<input checked="" type="checkbox"/> Date <input checked="" type="checkbox"/> Time <input checked="" type="checkbox"/> Location <input checked="" type="checkbox"/> Subject of hearing <input checked="" type="checkbox"/> Location and hours that the plan is available for examination	
<input type="checkbox"/> Where appropriate, notice was made available in languages other than English <input checked="" type="checkbox"/> A copy of the notice is included with this report	
<b>Summary of Comments:</b> N/A – no attendance, no written comments received	
<b>Changes made to your plan as a result of the input received:</b> N/A	

## Public Hearing Report #2

<b>Date of Hearing:</b> 09/30/21	<b>County or Tribe:</b> La Crosse
<b>Location of Hearing:</b> Virtual, via Microsoft Teams, with phone-in option	<b>Accessibility of Hearing:</b> <input checked="" type="checkbox"/> Location was convenient, accessible & large enough <input checked="" type="checkbox"/> Provisions were made for hearing/visual impairments <input checked="" type="checkbox"/> Provisions were made for those who do not speak English <input checked="" type="checkbox"/> Hearings were held in several locations (at least one in each county your agency serves) <input checked="" type="checkbox"/> Hearing was not held with board/committee meetings
<b>Address of Hearing:</b> N/A	
<b>Number of Attendees:</b> 0	
<b>Public Notice:</b>	
<input checked="" type="checkbox"/> Official public notification began at least 2 weeks prior? Date: 09/15/21 <input checked="" type="checkbox"/> <b>Notice must be posted</b> in a local/online newspaper, nutrition sites and senior centers plus at least one more avenue	
<input checked="" type="checkbox"/> <b>*Print/online newspaper:</b> La Crosse Tribune, 09/19/21 <input checked="" type="checkbox"/> <b>*Nutrition sites</b> <input checked="" type="checkbox"/> <b>*Senior centers</b> <input checked="" type="checkbox"/> Newsletter, radio, TV, social media <input type="checkbox"/> Sent to partner agencies/individuals <input type="checkbox"/> Other _____	
<input checked="" type="checkbox"/> Notifications include	
<input checked="" type="checkbox"/> Date <input checked="" type="checkbox"/> Time <input checked="" type="checkbox"/> Location <input checked="" type="checkbox"/> Subject of hearing <input checked="" type="checkbox"/> Location and hours that the plan is available for examination	
<input type="checkbox"/> Where appropriate, notice was made available in languages other than English <input checked="" type="checkbox"/> A copy of the notice is included with this report	
<b>Summary of Comments:</b> N/A – no attendance, no written comments received	
<b>Changes made to your plan as a result of the input received:</b> N/A	



La Crosse County  
Human Services Department  
Aging & Disability Resource Center  
300 4<sup>th</sup> Street North  
La Crosse, WI 54601-3228  
608-785-5700 Phone  
608-785-5790 Fax  
[lacrossecounty.org/adrc](http://lacrossecounty.org/adrc)



#### **Notice of Virtual Public Hearing for La Crosse County's Plan on Aging 2022-2024**

September 15, 2021

#### **NOTICE OF VIRTUAL PUBLIC HEARING**

The Aging & Disability Resource Center (ADRC) of La Crosse County will hold virtual public hearings on Thursday, September 30, 2021 at 9:00 a.m. and Friday, October 1, 2021 at 1:00 p.m. to accept comments on its 2022-2024 La Crosse County Aging Plan. Instructions for joining the virtual public hearings is listed at the end of this notice. Comments received will become part of the public record. Additionally, written comments may be sent to the ADRC of La Crosse County, Attn: Carissa Pagel-Smith, 300 4<sup>th</sup> Street N, La Crosse, WI 54601 or emailed to [cpagel@lacrossecounty.org](mailto:cpagel@lacrossecounty.org) through Friday, October 1, 2021.

The purpose of these public hearings is to provide an opportunity for citizens of La Crosse County to comment and provide input on a draft of the Aging Plan draft. A draft of the 2022-2024 La Crosse County Aging Plan is available for examination on the ADRC of La Crosse County website ([www.lacrossecounty.org/adrc](http://www.lacrossecounty.org/adrc)) or a copy is available at the ADRC of La Crosse County located at 300 4<sup>th</sup> Street N, La Crosse, WI 54601, between the hours of 8:00 AM and 4:30 PM, Monday through Friday.

Input received by members of the public at these hearings will be considered in the development of the final draft of this plan. The final draft will be presented for approval at the La Crosse County Health & Human Services Board meeting scheduled for 6:30 PM on Tuesday, October 12, 2021 in Room 1700 of the La Crosse County Administrative Center located at 212 6<sup>th</sup> Street N, La Crosse, WI 54601.

#### **INSTRUCTIONS FOR JOINING THE VIRTUAL PUBLIC HEARINGS**

To join from your computer, tablet or smartphone on Thursday, September 30, 2021, please email [cpagel@lacrossecounty.org](mailto:cpagel@lacrossecounty.org) at 24 hours in advance to request the link to be emailed to you. To join by phone on Thursday, September 30, 2021, dial 1-262-683-8845 then 558 231 833# when prompted.

To join from your computer, tablet or smartphone on Friday, October 1, 2021, please email [cpagel@lacrossecounty.org](mailto:cpagel@lacrossecounty.org) at 24 hours in advance to request the link to be emailed to you. To join by phone on Friday, October 1, 2021, dial 1-262-683-8845 then 111 020 655# when prompted.

For more information or further assistance, please contact Carissa Pagel-Smith, ADRC Manager/Director, at 608-785-6172 or [cpagel@lacrossecounty.org](mailto:cpagel@lacrossecounty.org).

END OF NOTICE

**NOTE TO BOARD MEMBERS:** If you have questions re: Director Reports or Consent Agenda Items, you are encouraged to contact the appropriate Dept Head before the board meeting to get additional information.  
**Health Dept:** Audra Martine 785-6425 [amartine@lacrossecounty.org](mailto:amartine@lacrossecounty.org)  
**Human Services Dept:** Jason Witt 785-6095 [jwitt@lacrossecounty.org](mailto:jwitt@lacrossecounty.org)

## **LA CROSSE COUNTY NOTICE OF MEETING HEALTH & HUMAN SERVICES BOARD**

**Date:** Tuesday, September 7, 2021  
**Time:** 6:30 PM  
**Place:** La Crosse County Administrative Center  
County Board Room 1700  
212 6<sup>th</sup> Street North  
La Crosse, WI 54601

**All attendees of this meeting are STRONGLY ENCOURAGED to wear a face mask.**

Start time for  
agenda items

- 6:30 1. Announcements
  - A. August County Board Action
  - B. Board Members Report on Conferences/Meetings/Workshops
- 6:40 2. Public Comment (See \* on page 1 of this notice on how to sign up for making public comment)
- 6:45 3. Board Education
  - A. Policy, Practice, People of Health Department – COVID Response
  - 7:05 B. Aging Survey Results and Review of 2022-2024 Aging Plan Goals
  - 7:20 C. Human Services Quarterly Data Overview Explanation – Economic Support
- 7:35 4. Resolutions
  - A. Resolution Re: Acceptance of Youth System of Care Grant Funds
- 7:40 5. Director Reports
  - A. Health Department Written Director’s Report
  - B. Human Services Written Director’s Report
- 7:45 6. Consent Agenda
  - A. Minutes
    - 1. Health & Human Services Board 8/12/21
  - B. Department Reports
    - 1. Human Services Vendor Audit Report
- 7. Items for Future Agendas
- 7:50 8. Adjournment to the next meeting to be held on Tuesday, October 12, 2021

## HEALTH AND HUMAN SERVICES

September 7, 2021

County Board Room

<b>MEMBERS PRESENT:</b>	Kim Cable, Tom Jacobs, Jamie O’Neill, Laurie Logan, Susan Waukon
<b>MEMBERS EXCUSED:</b>	Tina Tryggstad, Noelle Weber-Strauss, Maureen Freedland
<b>MEMBERS ABSENT:</b>	Ebony Hyter
<b>OTHERS PRESENT:</b>	Steve O’Malley, Jane Klekamp, Randy Erickson, Jason Witt, Audra Martine, Carol Engle-Drury, Jacqueline Cutts, Paula Silha, Jennifer Loging, Eric Timmons, Lorie Graff, Carissa Pagel-Smith, Tonya Van Tol, Bridget Todd-Robbins, Renee Weston

### CALL TO ORDER

Chair Kim Cable called the meeting to order at 6:33 p.m.

### ANNOUNCEMENTS

#### A. August County Board Action

The three resolutions from the August HHS Board meeting passed unanimously at the full County Board meeting.

#### B. Board Members Report on Conferences/Meetings/Workshops: None

**PUBLIC COMMENT:** None

### BOARD EDUCATION

#### A. Policy, Practice, People of Health Department – COVID Response

Jacque Cutts, Public Health Nursing Manager at the Health Department, presented a slideshow on communicable disease response as stipulated by WI State Statute, detailing the three categories of disease and to whom/how these are reported. She also gave an overview of the five different areas of COVID response and how we use this information going forward to prevent further spread of the disease and its impact on the community. Disease, hospitalizations, and deaths are on the rise, and we need to continue to encourage people to use the tools we have in place – testing, vaccinations, masking, distancing, contact tracing, and quarantine – to avoid the economic cost of sliding backwards, as well as a reduction in case rates.

Ideas were shared on ways to get the message out to the public. We are currently working on a strategy with public relations staff at Gundersen and Mayo to get the messages out into the community in an effort to keep businesses open while protecting our family, friends, and co-workers. People are thinking it’s over, but we are still in the midst of the pandemic.

#### B. Aging Survey Results and Review of 2022-2024 Aging Plan Goals

Carissa Pagel-Smith, Human Services Aging & Disability Resource Center (ADRC) Manager, spoke on the Aging Plan, which is required every three years in order to receive federal funds. A survey was introduced to community members in early 2021 for collecting feedback. Areas of concern included finances (cost of living, taxes), affordable housing, programs, isolation/loneliness, rising medical and drug costs, aging and declining health in general, caregiver demands, and transportation. In looking at survey results, it was felt that we need to do a better job with outreach, sharing how we can assist with the resources already available, making those connections and the services easily accessible. Goal refinement will continue, and Carissa will return to the October HHS Board meeting for final review and approval of the collective plan.



**C. Human Services Quarterly Data Overview Explanation – Economic Support**

Lorie Graff, Human Services Economic Support Manager, shared data on the Western Region for Economic Assistance (WREA) quarterly report. This is for the 8-county Western consortium. Data was shared on caseloads, timeliness, renewals, 6-month report forms, and call center statistics. The FoodShare program data was also presented. Lorie shared that this year’s State review of the program is the best since she has been employed here.

**RESOLUTIONS**

- A. Resolution Re: Acceptance of Youth System of Care Grant Funds**  
**MOTION** by Jacobs/Logan to approve. **Motion carried unanimously with three excused – Tryggestad, Weber-Strauss, Freedland and one absent – Hyter.**

**DIRECTOR REPORTS**

- A. Health Department Written Director’s Report**  
On page 1 of the Health Director’s Report under Drug Overdose Update, the number of overdose deaths should read 23 deaths from January to July 23, 2020 (not 2021).
- B. Human Services Written Director’s Report**  
**MOTION** by Logan/O’Neill to approve. **Motion carried unanimously with three excused – Tryggestad, Weber-Strauss, Freedland and one absent – Hyter.**

**CONSENT AGENDA**

- A. Minutes**  
1. Health & Human Services Board 8/12/21
- B. Department Reports**  
1. Human Services Vendor Audit Report  
**MOTION** by O’Neill/Jacobs to approve. **Motion carried unanimously with three excused – Tryggestad, Weber-Strauss, Freedland and one absent – Hyter.**

**ITEMS FOR FUTURE AGENDAS:** None

**ADJOURNMENT TO THE NEXT MEETING TO BE HELD TUESDAY, OCTOBER 12, 2021**  
**MOTION** by Jacobs/O’Neill to adjourn. **Motion carried unanimously with three excused – Tryggestad, Weber-Strauss, Freedland and one absent – Hyter.**  
The meeting adjourned at 7:46 p.m.

**Disclaimer:** The above minutes may be approved, amended, or corrected at the next Committee meeting. Lisa Perry, Recorder

[Place holder for 10/12/21 HHS Board Meeting Agenda]

[Place holder for 10/12/21 HHS Board Meeting Minutes]

## LA CROSSE COUNTY NOTICE OF MEETING

**COMMITTEE OR BOARD:** The Aging and Disability Resource Center (ADRC) of La Crosse County  
**Public Hearing on 2021 Specialized Transportation Assistance Program and Advisory Committee**

**DATE OF MEETING:** Thursday, December 10, 2020

**MEETING PLACE:** Health & Human Service Services Building Basement Auditorium

**TIME OF MEETING:** 2:00 p.m. to 4:00 p.m.  
*ADRC Advisory Committee meeting will begin following the public hearing.*

### PURPOSE OF MEETING:

1. Call to Order
2. Public Hearing/Comment  
*The purpose of the hearing is to receive public comment on the proposed plan for spending the allocation of \$294,374 authorized under section 85.21 of the Wisconsin Statutes to implement the 2021 Specialized Transportation Assistance Program to transport older adults and individuals with disabilities. All persons interested in providing input are invited to attend and testify. Persons wishing to speak should sign up at the door by 2:00 PM. Any persons who do not wish to speak may submit written comments at the door by 2:00 PM.*
  - Outline of 2020 Specialized Transportation Assistance Program Application
  - Public Comment
3. Approval of 8/3 Minutes
4. ADRC Reinvestment Project
5. 2022-2024 Aging Plan
6. Director's Report/Updates
7. Future Agenda Items
8. Next Meeting: 2/1

### NOTICES FAXED/MAILED TO:

#### NEWS MEDIA

La Crosse Tribune  
Coulee News  
WKBH  
WLSU  
WKBT-TV  
WIZM  
WLFN  
WXOW-TV  
Onalaska Community Life  
Holmen Courier

#### OTHER

Jason Witt  
Audra Martine  
Carissa Pagel-Smith  
Peggy Herbeck  
Cheryl Neubauer  
Diana Adamski  
GWAAR (Rosanna Mazzara)

#### COMMITTEE MEMBERS

Diane Brose  
David Hundt  
Cindy Jensen  
Kathy Lucey  
Rhonda Staats  
Sr. Kathy Stuttgarten  
Margaret Wood

#### COUNTY DEPARTMENTS

County Board Chair  
County Administrator  
County Clerk

**PUBLIC COMMENT:** Committee may receive information from the public, but the Committee reserves the right to limit the time that the public may comment and the degree to which members or the public may participate in the meeting

**MEMBERS:** If unable to attend, call the ADRC of La Crosse County at (608) 785-5700.

**PERSONS WITH DISABILITY:** If you need accommodation to attend this meeting, please contact:  
The Aging and Disability Resource Center of La Crosse County at (608) 785-5700 as soon as possible.

**DATE NOTICE FAXED/MAILED/EMAILED AND POSTED:** November 24, 2020

**AGING AND DISABILITY RESOURCE CENTER OF LA CROSSE COUNTY PUBLIC HEARING ON  
2021 SPECIALIZED TRANSPORTATION ASSISTANCE PROGRAM AND ADVISORY COMMITTEE  
Thursday, December 10, 2020  
La Crosse County Health & Human Services Building, Basement Auditorium  
2:00 PM**

<b>MEMBERS PRESENT:</b>	Diane Brose, David Hundt, Cindy Jensen, Kathy Lucey, Rhonda Staats, Margaret Wood
<b>MEMBERS EXCUSED:</b>	
<b>MEMBERS ABSENT:</b>	Sr. Kathy Stuttgen
<b>OTHERS PRESENT:</b>	Peggy Herbeck, Carissa Pagel-Smith

**CALL TO ORDER**

Meeting was called to order at 2:03 pm.

**PUBLIC HEARING/COMMENT**

The purpose of the hearing was to receive public comment on the 2021 Specialized Transportation Assistance Program for La Crosse County (under s85.21 of the Wisconsin Statutes). Carissa Pagel-Smith, ADRC Manager/Director, provided an outline of the 2021 Specialized Transportation Assistance Program Application. No public were present. No written comments were received.

**APPROVAL OF MINUTES**

Minutes from the meeting held August 3, 2020 were approved.

**ADRC REINVESTMENT PROJECT**

Carissa Pagel-Smith, ADRC Manager/Director, reviewed “Aging and Disability Resource Center (ADRC) Reinvestment” document produced/distributed by the Wisconsin Counties Association (WCA) and discussed the potential impact of additional dollars locally. Committee members were asked to share this information as appropriate, help to advocate in general and pass along any contacts for potential testimonials and/or stories of those who successfully worked with the ADRC. Carissa also discussed a related resolution that is slated to go to Health & Human Services Board in January.

**2022-2024 AGING PLAN**

Carissa Pagel-Smith, ADRC Manager/Director, provided an overview of aging plans and its unique role to capture community input in order to create its goals. Given that traditional methods of community input/engagement will be limited due to the pandemic, Carissa led brief brainstorm to generate new ideas. Committee members discussed the importance of partnering with other organizations/agencies, asking them to help share a survey or collect information on our behalf. Additionally, committee members talked about interviewing older adults, those with lived experience and the “wisdom of life” (i.e., 85+) to identify what the interviewees felt they would have needed.

**DIRECTOR’S REPORT/UPDATES**

Carissa Pagel-Smith, ADRC Manager/Director, provided current updates. Updates included:

- Per the request of the Health & Human Services Board, the Forest Park and Stokke meal sites will remain open to allow for further evaluation however, the Bangor site will close at year end.
- The meal site located at Harry J Olson relocated to the new Saint Andrew site in September. Activity kits have been/will be developed/distributed quarterly since site is not currently open.
- The Holmen meal site relocated to the new Holmen Area Community Center in October.
- In lieu of annual banquet, thank you gifts/bags were given to recognize 2019 volunteers.
- We are actively recruiting additional volunteers for meal packaging (9-11 am) and delivery (10:30 am-12:30 pm). Any interested individuals can call us at 608-785-5700 to inquire.

- Staying Active Together, virtual exercise class taught by Diane Brose, is held virtually every Monday and Wednesday from 10:30 am to 11:30 am; currently roughly 60 people registered.
- Purchased license to facilitate Bingocize® which is a 10-week program (2, 1-hour sessions per week) that combines bingo-like game with exercise and health education; will offer in 2021.
- Soon to pilot new referral system that allows City of La Crosse Fire Department to send referral to ADRC should patient who has fallen within home, and not in need of care, consent.
- Established new La Crosse County Falls Prevention Coalition brochure; please help distribute!
- Dementia Care Specialist continues to add programming to events calendar on ADRC website.
- Developed/distributed another round of self-care bags to caregivers; many thanks received.
- Promoting use of trualta.com, free self-paced, skills-training modules for caregivers.

**FUTURE AGENDA ITEMS**

None

**ADJOURNMENT TO THE NEXT MEETING TO BE HELD MONDAY, FEBRUARY 1, 2021**

## LA CROSSE COUNTY NOTICE OF MEETING

**COMMITTEE OR BOARD:** The Aging and Disability Resource Center (ADRC) of La Crosse County Advisory Committee

**DATE OF MEETING:** Monday, February 1, 2021

**MEETING PLACE:** La Crosse County Administrative Building, Room 2106

**TIME OF MEETING:** 3:00 p.m. to 5:00 p.m.

**PURPOSE OF MEETING:**

1. Call to Order
2. Public Comment
3. Approval of 12/10 Minutes
4. Conflict of Interest Policy
5. 2022-2024 Aging Plan
6. Director's Report/Updates
7. Future Agenda Items
8. Next Meeting: 4/5

**NOTICES FAXED/MAILED TO:**

**NEWS MEDIA**

La Crosse Tribune  
Coulee News  
WKBH  
WLSU  
WKBT-TV  
WIZM  
WLFN  
WXOW-TV  
Onalaska Community Life  
Holmen Courier

**OTHER**

Jason Witt  
Audra Martine  
Carissa Pagel-Smith  
Peggy Herbeck  
Cheryl Neubauer  
Diana Adamski  
GWAAR (Rosanna Mazzara)

**COMMITTEE MEMBERS**

Diane Brose  
David Hundt  
Cindy Jensen  
Kathy Lucey  
Rhonda Staats  
Sr. Kathy Stuttgen  
Margaret Wood

**COUNTY DEPARTMENTS**

County Board Chair  
County Administrator  
County Clerk

**PUBLIC COMMENT:** Committee may receive information from the public, but the Committee reserves the right to limit the time that the public may comment and the degree to which members or the public may participate in the meeting

**MEMBERS:** If unable to attend, call the ADRC of La Crosse County at (608) 785-5700.

**PERSONS WITH DISABILITY:** If you need accommodation to attend this meeting, please contact: The Aging and Disability Resource Center of La Crosse County at (608) 785-5700 as soon as possible.

**DATE NOTICE FAXED/MAILED/EMAILED AND POSTED:** January 22, 2021

**THE AGING AND DISABILITY RESOURCE CENTER (ADRC) OF LA CROSSE COUNTY  
 ADVISORY COMMITTEE  
 Monday, February 1, 2021  
 La Crosse County Health & Human Services Building, Room 2106  
 3:00 PM**

<b>MEMBERS PRESENT:</b>	Diane Brose, Cindy Jensen, Kathy Lucey, Rhonda Staats, Sr. Kathy Stuttgen, Margaret Wood
<b>MEMBERS EXCUSED:</b>	
<b>MEMBERS ABSENT:</b>	David Hundt
<b>OTHERS PRESENT:</b>	Peggy Herbeck, Cheryl Neubauer, Carissa Pagel-Smith

**CALL TO ORDER**

Meeting was called to order at 3:03 pm.

**PUBLIC COMMENT**

None

**APPROVAL OF MINUTES**

Minutes from the meeting held December 10, 2020 were approved.

**CONFLICT OF INTEREST POLICY**

Peggy Herbeck, ADRC Supervisor, provided an overview of the ADRC's conflict of interest policy.

**2022-2024 AGING PLAN**

Carissa Pagel-Smith, ADRC Manager/Director, provided an informal review of feedback received to-date via a survey sent to the nearly 5,000 subscribers of the *La Crosse Senior Life* in January. As of 2/1, a total of 573 surveys had been received (545 paper, 28 online) to yield a 12% response rate. Attendees reviewed the required categories for aging plan goals and discussed. Suggestions included

- Use of full agency name, versus ADRC especially without further information as to what the ADRC does. Furthermore, consider including something like, "This publication is provided by the Aging & Disability Resource Center of La Crosse County" at the top of the *Senior Life*.
- Think beyond the ADRC just caring for older adults; who/how should outreach address?
- Provide example(s) of transportation services in the *Senior Life* to assist within understanding.
- Continued outreach among clinic/hospital staff (i.e., awareness of health promotion classes).
- Keep in mind that most individuals do not know what is available when needed. Is the *Senior Life* the only option for information? If so, while this paper is a good resource, it is too much, hard to take all in. Could a directory be included? Strategize how to all present information.
- Consider providing eligibility requirements in *Senior Life* for programs/services advertised or at very least, information on how an individual can find out; who/how to contact to learn more.
- During pandemic, remove activities that are not occurring all together versus labeling as "cancelled." If vaccine continues to be unavailable, what is the future of programming?
- Recruit Committee members representative of diverse communities.
- Host an inclusion luncheon and/or white privilege training, intergenerational opportunities.
- Reinstate *Living in Retirement* enrichment classes—many older adults have really missed.
- Learn from any state goals, if available, regarding advocacy efforts (source of direction).
- Reinstate aging conference.
- Interview ADRC staff regarding their ideas to assist in the development of the aging plan.
- Conduct outreach with neighborhood associations; can they help address safety concerns?



**DIRECTOR'S REPORT/UPDATES**

Carissa Pagel-Smith, ADRC Manager/Director, provided current updates. Updates included:

- In partnership with the City of La Crosse Park and Recreation Department and La Crosse Public Library, a second activity kit was created and distributed to local older adults.
- Due to upcoming retirement, recruitment for an ADRC Professional is now open.
- Sarah Winn has been appointed to the Committee; her first meeting will be 4/5/21.

**FUTURE AGENDA ITEMS**

None

**ADJOURNMENT TO THE NEXT MEETING TO BE HELD MONDAY, APRIL 5, 2021**

## LA CROSSE COUNTY NOTICE OF MEETING

**COMMITTEE OR BOARD:** The Aging and Disability Resource Center (ADRC) of La Crosse County Advisory Committee

**DATE OF MEETING:** Monday, June 7, 2021

**MEETING PLACE:** La Crosse County Administrative Building, Room 2106

**TIME OF MEETING:** 3:00 p.m. to 5:00 p.m.

**PURPOSE OF MEETING:**

1. Call to Order
2. Public Comment
3. Approval of 2/1 Minutes
4. Dementia Care Specialist Report/Updates
5. Nutrition Coordinator Report/Updates
6. Review of Aging Plan Survey Results & Next Steps
7. Introduction to ADRC Futures Planning
8. Director's Report/Updates
9. Future Agenda Items
10. Next Meeting: 8/2

**NOTICES FAXED/MAILED TO:**

**NEWS MEDIA**

La Crosse Tribune  
Coulee News  
WKBH  
WLSU  
WKBT-TV  
WIZM  
WLFN  
WXOW-TV  
Onalaska Community Life  
Holmen Courier

**OTHER**

Jason Witt  
Mandy Bisek  
Carissa Pagel-Smith  
Peggy Herbeck  
Cheryl Neubauer  
Diana Adamski  
GWAAR (Rosanna Mazzara)

**COUNTY DEPARTMENTS**

County Board Chair  
County Administrator  
County Clerk

**COMMITTEE MEMBERS**

Diane Brose  
David Hundt  
Cindy Jensen  
Kathy Lucey  
Rhonda Staats  
Sr. Kathy Stuttgen  
Sarah Winn  
Margaret Wood

**PUBLIC COMMENT:** Committee may receive information from the public, but the Committee reserves the right to limit the time that the public may comment and the degree to which members or the public may participate in the meeting

**MEMBERS:** If unable to attend, call the ADRC of La Crosse County at (608) 785-5700.

**PERSONS WITH DISABILITY:** If you need accommodation to attend this meeting, please contact: The Aging and Disability Resource Center of La Crosse County at (608) 785-5700 as soon as possible.

**DATE NOTICE FAXED/MAILED/EMAILED AND POSTED:** May 24, 2021

**THE AGING AND DISABILITY RESOURCE CENTER (ADRC) OF LA CROSSE COUNTY  
ADVISORY COMMITTEE  
Monday, June 7, 2021  
La Crosse County Health & Human Services Building, Room 2106  
3:00 PM**

<b>MEMBERS PRESENT:</b>	Diane Brose, David Hundt, Cindy Jensen, Kathy Lucey, Sarah Winn, Margaret Wood
<b>MEMBERS EXCUSED:</b>	Rhonda Staats
<b>MEMBERS ABSENT:</b>	Sr. Kathy Stuttgen
<b>OTHERS PRESENT:</b>	Kelsey Flock, Peggy Herbeck, Dawn Jorstad, Carissa Pagel-Smith

**CALL TO ORDER**

Meeting was called to order at 3:00 pm.

**PUBLIC COMMENT**

None

**APPROVAL OF MINUTES**

Minutes from the meeting held February 1, 2021 were approved.

**DEMENTIA CARE SPECIALIST REPORT/UPDATES**

Kelsey Flock, Dementia Care Specialist, provided an update of the Dementia Care Specialist (DCS) program. Updates included a summary of changes/activities which occurred within the last year as the result of COVID-19, current offerings, and an overview of upcoming Dementia Friendly Week.

**NUTRITION COORDINATOR REPORT/UPDATES**

Dawn Jorstad, Nutrition Coordinator, provided an update of the Senior Nutrition Program. Updates included a summary of changes/activities which occurred within the last year as the result of COVID-19, status of current programming, and an overview of the Seniors Farmers Market program.

**REVIEW OF AGING PLAN SURVEY RESULTS & NEXT STEPS**

Carissa Pagel-Smith, ADRC Manager/Director, reviewed results of the recent aging plan survey. As a result, attendees discussed the importance of service collaboration and need for additional outreach. More specifically, attendees discussed the need/importance to connect with local providers/partners to assist with outreach/referral to ADRC as well as need/importance to outreach to a larger group of the community rather than just the individuals in which the ADRC typically serves. It was also noted that much of the feedback collected via the survey is out of scope for the ADRC however attendees felt the ADRC could still play a role; help to facilitate/collaborate. Attendees also discussed the need for additional retirement (or pre-retirement) supports. Can/should the ADRC provide a “true picture” of retirement, emphasizing the need to stay active. Is it possible to help “reimagine” retirement? Next steps, attendees were asked to share information about upcoming listening sessions which will provide the public an opportunity to learn about survey results and provide additional feedback.

**INTRODUCTION TO ADRC FUTURES PLANNING**

Carissa introduced the need/interest to reimagine the future of ADRC services provided locally. Given limited time, Carissa asked attendees to begin thinking about opportunities knowing that conversation will continue which will include, at some point, facilitated community conversation with all stakeholders

**DIRECTOR'S REPORT/UPDATES**

Due to limited time, report/updates will be emailed to attendees.

**FUTURE AGENDA ITEMS**

None

**ADJOURNMENT TO THE NEXT MEETING TO BE HELD MONDAY, AUGUST 2, 2021**

## LA CROSSE COUNTY NOTICE OF MEETING

**COMMITTEE OR BOARD:** The Aging and Disability Resource Center (ADRC) of La Crosse County Advisory Committee

**DATE OF MEETING:** Monday, August 2, 2021

**MEETING PLACE:** La Crosse County Administrative Building, Room 2106

**TIME OF MEETING:** 3:00 p.m. to 5:00 p.m.

**PURPOSE OF MEETING:**

1. Call to Order
2. Public Comment
3. Approval of 6/7 Minutes
4. Confidentiality Policy & Procedures
5. 2022 Budget Request Overview
6. 2022-2024 Aging Plan Goals Draft
7. Director's Report/Updates
8. Future Agenda Items
9. Next Meeting: 10/4

**NOTICES FAXED/MAILED TO:**

**NEWS MEDIA**

La Crosse Tribune  
Coulee News  
WKBH  
WLSU  
WKBT-TV  
WIZM  
WLFN  
WXOW-TV  
Onalaska Community Life  
Holmen Courier

**OTHER**

Jason Witt  
Mandy Bisek  
Carissa Pagel-Smith  
Brook Duncan  
Peggy Herbeck  
Cheryl Neubauer  
Diana Adamski  
**GWAAR (Rosanna Mazzara)**

**COUNTY DEPARTMENTS**

County Board Chair  
County Administrator  
County Clerk

**COMMITTEE MEMBERS**

Diane Brose  
David Hundt  
Cindy Jensen  
Kathy Lucey  
Rhonda Staats  
Sr. Kathy Stuttgen  
Sarah Winn  
Margaret Wood

**PUBLIC COMMENT:** Committee may receive information from the public, but the Committee reserves the right to limit the time that the public may comment and the degree to which members or the public may participate in the meeting

**MEMBERS:** If unable to attend, call the ADRC of La Crosse County at (608) 785-5700.

**PERSONS WITH DISABILITY:** If you need accommodation to attend this meeting, please contact: The Aging and Disability Resource Center of La Crosse County at (608) 785-5700 as soon as possible.

**DATE NOTICE FAXED/MAILED/EMAILED AND POSTED:** July 27, 2021

**THE AGING AND DISABILITY RESOURCE CENTER (ADRC) OF LA CROSSE COUNTY ADVISORY COMMITTEE**

**Monday, August 2, 2021**

**La Crosse County Health & Human Services Building, Room 2106**

**3:00 PM**

<b>MEMBERS PRESENT:</b>	Diane Brose, Cindy Jensen, Kathy Lucey, Sr. Kathy Stuttgen, Sarah Winn, Margaret Wood
<b>MEMBERS EXCUSED:</b>	Rhonda Staats
<b>MEMBERS ABSENT:</b>	David Hundt
<b>OTHERS PRESENT:</b>	Brook Duncan, Cheryl Neubauer, Carissa Pagel-Smith

**CALL TO ORDER**

Meeting was called to order at 3:00 pm.

**PUBLIC COMMENT**

None

**APPROVAL OF MINUTES**

Minutes from the meeting held June 7, 2021 were approved.

**CONFIDENTIALITY POLICY & PROCEDURES**

Due to absence of trainer, related materials will be sent to Committee members by email for review.

**2022 BUDGET REQUEST OVERVIEW**

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**2022-2024 AGING PLAN GOALS DRAFT**

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In response to the Title III Nutrition Services goal, members challenged ADRC to consider culturally specific food options and furthermore, discussed the potential of

partnering with local diversity groups. Members also expressed interested in diversifying the ADRC Advisory Committee itself.

In response to the Title III Health Promotion goal, members expressed the importance of finding out what currently exists in the community to not duplicate services/programs. Members also encouraged partnerships with Trane All Abilities Park, UWL's adaptive PE program and/or YMCA's adaptive fitness programs. Members discussed the use of nontraditional spaces (i.e., old school/classroom space transformed into neighborhood center) should physical space be needed.

In response to the Advocacy goal, members encouraged promotion of activities among local groups/organizations (i.e., Public Education Foundation) and furthermore, utilization of creditable resources that already exist (i.e., AARP) instead of "reinventing the wheel." Members also discussed the difference between individual and systems advocacy and the importance of sharing any results of local advocacy efforts (close the loop) to encourage continued participation of local advocacy.

#### **DIRECTOR'S REPORT/UPDATES**

Due to limited time, report/updates will be emailed to attendees.

#### **FUTURE AGENDA ITEMS**

None

**ADJOURNMENT TO THE NEXT MEETING TO BE HELD MONDAY, OCTOBER 4, 2021.**

## LA CROSSE COUNTY NOTICE OF MEETING

**COMMITTEE OR BOARD:** The Aging and Disability Resource Center (ADRC) of La Crosse County Advisory Committee

**DATE OF MEETING:** Monday, October 4, 2021

**MEETING PLACE:** To be held via Microsoft Teams

**TIME OF MEETING:** 3:00 p.m. to 5:00 p.m.

**PURPOSE OF MEETING:**

1. Call to Order
2. Public Comment
3. Approval of 8/2 Minutes
4. Review of 2022-2024 Aging Plan Draft
5. Director's Report/Updates
6. Future Agenda Items
7. Next Meeting: 12/6

**NOTICES FAXED/MAILED TO:**

**NEWS MEDIA**

La Crosse Tribune  
Coulee News  
WKBH  
WLSU  
WKBT-TV  
WIZM  
WLFN  
WXOW-TV  
Onalaska Community Life  
Holmen Courier

**OTHER**

Jason Witt  
Mandy Bisek  
Carissa Pagel-Smith  
Brook Duncan  
Jenna Helminski Juve  
Cheryl Neubauer  
Diana Adamski  
**GWAAR (Rosanna Mazzara)**

**COMMITTEE MEMBERS**

Diane Brose  
David Hundt  
Cindy Jensen  
Kathy Lucey  
Rhonda Staats  
Sr. Kathy Stuttgart  
Sarah Winn  
Margaret Wood

**COUNTY DEPARTMENTS**

County Board Chair  
County Administrator  
County Clerk

**PUBLIC COMMENT:** Committee may receive information from the public, but the Committee reserves the right to limit the time that the public may comment and the degree to which members or the public may participate in the meeting. **If you would like to make a public comment during this meeting, please contact Carissa Pagel-Smith prior to the start of the meeting by calling 608-785-6172 or emailing cpagel@lacrossecounty.org.**

**MEMBERS:** If unable to attend, call the ADRC of La Crosse County at (608) 785-5700.

**PERSONS WITH DISABILITY:** If you need accommodation to attend this meeting, please contact: The Aging and Disability Resource Center of La Crosse County at (608) 785-5700 as soon as possible.

**DATE NOTICE FAXED/MAILED/EMAILED AND POSTED:** September 27, 2021



**THE AGING AND DISABILITY RESOURCE CENTER (ADRC) OF LA CROSSE COUNTY  
ADVISORY COMMITTEE  
Monday, October 4, 2021  
Microsoft Teams  
3:00 PM**

<b>MEMBERS PRESENT:</b>	Diane Brose, Kathy Lucey, Rhonda Staats, Sr. Kathy Stuttgen, Sarah Winn, Margaret Wood
<b>MEMBERS EXCUSED:</b>	
<b>MEMBERS ABSENT:</b>	David Hundt, Cindy Jensen
<b>OTHERS PRESENT:</b>	Brook Duncan, Carissa Pagel-Smith

**CALL TO ORDER**

Meeting was called to order at 3:02 pm.

**PUBLIC COMMENT**

None

**APPROVAL OF MINUTES**

Minutes from the meeting held August 2, 2021 were approved.

**REVIEW OF 2022-2024 AGING PLAN DRAFT**

Attendees felt the draft read well and reflected community engagement data/feedback. Additionally, attendees continued to express the importance of continued collaboration to enhance services and reduce duplication, which the plan also reflects. As a result, attendees approved the final draft.

**DIRECTOR'S REPORT/UPDATES**

Carissa Pagel-Smith, ADRC Manager/Director, provided current updates. Updates included:

- Staff recruitment/hiring update: Jenna Helminski Juve recently promoted to ADRC Supervisor and Nicole Garbis hired to replace her as an ADRC Professional; Catherine Olson hired as ADRC Clerk and final vacancy, ADRC Professional, is anticipated to be filled soon.
- Falls Prevention Awareness Week went well; variety of activities appreciated by attendees.
- Walk with Us Wednesdays continues every Wednesday of the month, 9:30 AM; feedback is welcomed regarding future days/times and location during Winter/colder months.
- Due to continued increase in home-delivered meals, additional volunteers are needed and/or we will continue use of waiting lists and/or reduce delivery by one day/week (i.e., Fridays).
- ADRC awarded funding for distribution and/or promotion of COVID vaccine, ideas welcomed.
- 85.21 RFP released; ADRC expanded hours and service area and changed authorization process (ADRC will provide initial 6- month authorization then riders will call provider directly).

**FUTURE AGENDA ITEMS**

None

**ADJOURNMENT TO THE NEXT MEETING TO BE HELD MONDAY, DECEMBER 6, 2021.**

**Disclaimer:** The above minutes may be approved, amended, or corrected at the next committee meeting. Carissa Pagel-Smith, Recorder

**Health Director's Report**  
**To the Health & Human Services Board**  
 October 2021

6A

Activity	Program/ Section	Brief Description	Contact Person	Attach- ment
Vaccination	Public Health Nursing	26 clinics are currently planned that will provide both influenza and COVID vaccinations. Pediatric vaccinations are also being provided at these clinics.	Bridget Boland Cardinali Community Health Nurse <a href="mailto:bcardinali@lacrossecounty.org">bcardinali@lacrossecounty.org</a>	no
School District collaboration	Public Health Nursing	Staff are meeting with school districts to provide feedback and ideas for any improvements that can be made to layered COVID prevention strategies.	Jacquie Cutts Public Health Nursing Manager <a href="mailto:jcutts@lacrossecounty.org">jcutts@lacrossecounty.org</a>	no
Homeless outreach service	Public Health Nursing	The Health Department is currently partnering with Gundersen Health System, Catholic Charities, local hotels, and Human Services to perform COVID testing for unsheltered homeless individuals, allowing for immediate quarantine/sheltering if individuals with positive cases are found.	Jacquie Cutts Public Health Nursing Manager <a href="mailto:jcutts@lacrossecounty.org">jcutts@lacrossecounty.org</a>	no
DATCP Program Assessment	Environmental Health	The Environmental program completed its program assessment for their contract with Department of Agriculture, Trade, and Consumer Protection (DATCP). This is completed annually with an onsite evaluation completed every 3 years (February 2020 was the last one).	Carol Drury Environmental Health Manager <a href="mailto:cdrury@lacrossecounty.org">cdrury@lacrossecounty.org</a>	no
Youth Substance Abuse Prevention	Education	Official notice was received and a media release was sent by 3rd District Congressman Kind's office on Friday, October 1, 2021, recognizing a new grant the Health Dept has been awarded from the Centers for Disease Control. Acceptance of the Drug Free Communities Grant will be brought before Health and Human Services Committee in November.	Paula Silha Public Education Manager <a href="mailto:psilha@lacrossecounty.org">psilha@lacrossecounty.org</a>	yes
Harm Reduction	Education	Health Education staff working through Alliance to HEAL have been meeting with other county departments to assess interest in having Narcan available to use if in contact with someone who is overdosing.	Al Bliss Health Educator <a href="mailto:abliss@lacrossecounty.org">abliss@lacrossecounty.org</a>	no
Drug Overdose Review Update	Education	So far in 2021, La Crosse County has had 21 individuals die from drug overdoses. There have been no new overdoses since late July. The Overdose Death Review committee continues to review trends and indicators that would be helpful to reducing risk factors and improving overdose prevention support.	Al Bliss Health Educator <a href="mailto:abliss@lacrossecounty.org">abliss@lacrossecounty.org</a>	no

## News from Congressman Ron Kind

REPRESENTING WISCONSIN'S THIRD CONGRESSIONAL DISTRICT

1502 Longworth House Office Building • Washington, DC 20515 • (202) 225-5506

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FOR IMMEDIATE RELEASE

10-01-21

### **Rep. Ron Kind Announces Federal Funding for Program to Combat Youth Substance Use**

**Washington, DC** — Today, **Rep. Ron Kind** announced that La Crosse County was awarded a Drug-Free Communities Support Program grant of \$625,000 from the U.S. Department of Health and Human Services. The Drug-Free Communities Support Program is the nation's leading effort to help communities prevent and reduce youth substance use.

"I'm glad to announce this Drug-Free Communities Support Program grant for La Crosse County," said **Rep. Ron Kind**. "This funding will go a long way towards making sure our communities have the resources they need to combat substance abuse early and help keep our youth safe and healthy."

"We're thrilled to receive this funding to continue our work around substance use prevention and serve the youth in our community. This grant will help us implement evidence-based strategies to combat youth substance use and we look forward to seeing the positive effect this funding has on our children and community for years to come," said **La Crosse County Health Department Director Audra Martine**.

This grant will be disbursed over five years in installments of \$125,000 per year.

**Human Services Director's Report**  
**To the Health & Human Services Board**  
 October 2021

Activity	Program/ Section	Brief Description	Contact Person	Attach- ment
Medicare Annual Enrollment Period	Aging & Disability Resource Center (ADRC)	Each year, from October 15th to December 7th, there is an Annual Enrollment Period (AEP) for Medicare beneficiaries to enroll in and/or change their Part C and/or Part D plans. During the AEP, a person can join, drop, or switch a Part D plan or join or drop a Medicare Advantage plan; changes become effective on January 1, 2022. Scheduling an appointment with the ADRC's Elder Benefit Specialist (EBS) is one way a person, age 60 or older, can pick and evaluate a plan. Due to COVID, the EBS will not conduct any in-person appointments rather all assistance will be provided by mail, email, or phone. To schedule an appointment, call the ADRC at 608-785-5700.	ADRC Manager Carissa Pagel-Smith 785-6172 <a href="mailto:cpagel@lacrossecounty.org">cpagel@lacrossecounty.org</a>	No
NEW Health Promotion Program: Stand Up and Move More!	Aging & Disability Resource Center (ADRC)	The ADRC of La Crosse County is happy to announce that a new health promotion program, <i>Stand Up and Move More</i> , is coming soon! This free program is designed specifically for those 55 and better who sit more than six hours per day. The program offered virtually on November 2nd, 9th, 16th, and 23rd from 9:30 AM to 11:30 AM with a refresher class on December 21st, will help to identify strategies to stand up more and for longer periods of time throughout the day. <i>Stand Up</i> has been researched and proven to reduce sitting time by 68 minutes per day! To learn more, call the ADRC at 608-785-5700.	ADRC Manager Carissa Pagel-Smith 785-6172 <a href="mailto:cpagel@lacrossecounty.org">cpagel@lacrossecounty.org</a>	No
Wisconsin Home Energy Assistance Program (WHEAP)	Economic Support (ES)	Economic Support began accepting applications for the Wisconsin Home Energy Assistance Program (WHEAP) on October 1, 2021. The normal heating season runs from October through March.	ES Manager Lorie Graff 738-2410 <a href="mailto:lgraff@lacrossecounty.org">lgraff@lacrossecounty.org</a>	No
COVID Policy Waivers Rolled Back	Economic Support (ES)	The income maintenance policy and process waivers that have been in place since the beginning of the pandemic are starting to be rolled back. Beginning October 1st, Food Share applicants are again required to complete an interview as part of the application process. Also starting October 1st, Food Share members must again complete and submit Six-Month Report forms to confirm with the consortium that information that's on file for their household is correct. Workload, including calls to the consortium's Call Center, continue to increase as the pandemic policy waivers are rolled back.	ES Manager Lorie Graff 738-2410 <a href="mailto:lgraff@lacrossecounty.org">lgraff@lacrossecounty.org</a>	No
Child Welfare and the Courts Conference	Family & Children's (FC)	A team from the county virtually attended the Child Welfare and the Courts Conference: A New Way Forward on September 22-24th. The focus of this year's conference was on the state child welfare transformation as part of the requirements under the Federal Families First Prevention Services Act. The conference focused on policy initiatives, legislative changes, and promising strategies in child welfare and youth justice.	FC Manager Tracy Puent 792-5507 <a href="mailto:tpuent@lacrossecounty.org">tpuent@lacrossecounty.org</a>	No
Foster Care Events	Family & Children's (FC)	In October, the Permanency Resource Unit will be recognizing foster and relative providers who have been active in caring for youth in our community. This year due to COVID restrictions we are not able to hold our annual banquet, so instead we are delivering cupcakes to each home and presenting them with a framed certificate of recognition for their years of	FC Manager Tracy Puent 792-5507 <a href="mailto:tpuent@lacrossecounty.org">tpuent@lacrossecounty.org</a>	No

Activity	Program/ Section	Brief Description	Contact Person	Attach- ment
		service. The continued dedication of foster and relative caregivers to keep children in our community is so vital. It helps children stay connected with their biological family, and they can continue to support children once they are returned home. If you know a foster or relative caregiver, be sure to thank them and let them know how appreciated they are.		
Co-Responder Pilot Program	Integrated Support & Recovery Services (ISRS) – Crisis Unit	<p>The ISRS Crisis Unit and La Crosse Police Department’s Critical Response Unit (CRU) have officially begun to respond to mental health crisis calls together! The pilot Co-Responder program was built with the recognition of a need in the community to help further access and early intervention/prevention to those who struggle with mental health symptoms. Below is some preliminary data from 8/13/21 through 9/10/21.</p> <ul style="list-style-type: none"> <li>• Crisis and CRU Co-Responding together in a squad car on 8/23/21</li> <li>• Attended Crisis Intervention Team (CIT) training together 8/24/21 in Eau Claire</li> <li>• 112 “Call for Service” calls</li> <li>• 12 “Call for Service” known consumers</li> <li>• 23 calls for Co-Response Unit</li> <li>• 75 consumers given resources</li> <li>• 6 calls resulted in Chapter 51</li> <li>• 50 calls included Crisis Team</li> <li>• 17 calls from CRU to Crisis</li> <li>• 5 calls from Crisis to CRU</li> <li>• 5 emails from CRU to Crisis</li> <li>• 60 total cases reviewed collaboratively</li> <li>• 21 emails sent to CRU from department members/partnering agencies asking for follow-up with consumers in our community to assist with resources</li> </ul>	ISRS Manager Christin Skolnik 785-6019 <a href="mailto:cskolnik@lacrossecounty.org">cskolnik@lacrossecounty.org</a>	No
Hillview Health Care Center-Out Patient Clinic Branch Office	Integrated Support & Recovery Services (ISRS) – Outpatient Clinic	The ISRS Outpatient Clinic has added Hillview Health Care Center as an additional Branch Office onto their annual certification. This branch clinic certification will allow the Clinic’s Advanced Practice Nurse Prescribing team and Medical Director to work collaboratively alongside the Hillview team in caring for patients with mental health needs. Tentative start date of November 2021.	ISRS Manager Christin Skolnik 785-6019 <a href="mailto:cskolnik@lacrossecounty.org">cskolnik@lacrossecounty.org</a>	No
Schuh-Mullen Community Engagement Kick-off event	Justice Support Services (JSS) – La Crosse Area Family Collaborative (LAFC)	La Crosse Area Family Collaborative (LAFC) staff are hosting a community gathering and cookout for the Schuh-Mullen neighborhood. They will be reporting outcomes from the needs assessment conducted in the neighborhood in addition to gather other input and feedback from attendees.	JSS Manager Tonya Van Tol 785-5815 <a href="mailto:tvantol@lacrossecounty.org">tvantol@lacrossecounty.org</a> Adolescent Services Supervisor Jill Dunne 785-5542 <a href="mailto:jdunne@lacrossecounty.org">jdunne@lacrossecounty.org</a> Youth Justice Supervisor Phil Stegemann 386-6048 <a href="mailto:pstegemann@lacrossecounty.org">pstegemann@lacrossecounty.org</a>	No

**HEALTH AND HUMAN SERVICES**

September 7, 2021

County Board Room

<b>MEMBERS PRESENT:</b>	Kim Cable, Tom Jacobs, Jamie O'Neill, Laurie Logan, Susan Waukon
<b>MEMBERS EXCUSED:</b>	Tina Tryggestad, Noelle Weber-Strauss, Maureen Freedland
<b>MEMBERS ABSENT:</b>	Ebony Hyter
<b>OTHERS PRESENT:</b>	Steve O'Malley, Jane Klekamp, Randy Erickson, Jason Witt, Audra Martine, Carol Engle-Drury, Jacqueline Cutts, Paula Silha, Jennifer Loging, Eric Timmons, Lorie Graff, Carissa Pagel-Smith, Tonya Van Tol, Bridget Todd-Robbins, Renee Weston

**CALL TO ORDER**

Chair Kim Cable called the meeting to order at 6:33 p.m.

**ANNOUNCEMENTS****A. August County Board Action**

The three resolutions from the August HHS Board meeting passed unanimously at the full County Board meeting.

**B. Board Members Report on Conferences/Meetings/Workshops: None**

**PUBLIC COMMENT:** None

**BOARD EDUCATION****A. Policy, Practice, People of Health Department – COVID Response**

Jacque Cutts, Public Health Nursing Manager at the Health Department, presented a slideshow on communicable disease response as stipulated by WI State Statute, detailing the three categories of disease and to whom/how these are reported. She also gave an overview of the five different areas of COVID response and how we use this information going forward to prevent further spread of the disease and its impact on the community. Disease, hospitalizations, and deaths are on the rise, and we need to continue to encourage people to use the tools we have in place – testing, vaccinations, masking, distancing, contact tracing, and quarantine – to avoid the economic cost of sliding backwards, as well as a reduction in case rates.

Ideas were shared on ways to get the message out to the public. We are currently working on a strategy with public relations staff at Gundersen and Mayo to get the messages out into the community in an effort to keep businesses open while protecting our family, friends, and co-workers. People are thinking it's over, but we are still in the midst of the pandemic.

**B. Aging Survey Results and Review of 2022-2024 Aging Plan Goals**

Carissa Pagel-Smith, Human Services Aging & Disability Resource Center (ADRC) Manager, spoke on the Aging Plan, which is required every three years in order to receive federal funds. A survey was introduced to community members in early 2021 for collecting feedback. Areas of concern included finances (cost of living, taxes), affordable housing, programs, isolation/loneliness, rising medical and drug costs, aging and declining health in general, caregiver demands, and transportation. In looking at survey results, it was felt that we need to do a better job with outreach, sharing how we can assist with the resources already available, making those connections and the services easily accessible. Goal refinement will continue, and Carissa will return to the October HHS Board meeting for final review and approval of the collective plan.

## HEALTH AND HUMAN SERVICES BOARD

September 7, 2021

Page 2

### C. Human Services Quarterly Data Overview Explanation – Economic Support

Lorie Graff, Human Services Economic Support Manager, shared data on the Western Region for Economic Assistance (WREA) quarterly report. This is for the 8-county Western consortium. Data was shared on caseloads, timeliness, renewals, 6-month report forms, and call center statistics. The FoodShare program data was also presented. Lorie shared that this year's State review of the program is the best since she has been employed here.

### RESOLUTIONS

#### A. Resolution Re: Acceptance of Youth System of Care Grant Funds

**MOTION** by Jacobs/Logan to approve. **Motion carried unanimously with three excused – Tryggestad, Weber-Strauss, Freedland and one absent – Hyter.**

### DIRECTOR REPORTS

#### A. Health Department Written Director's Report

On page 1 of the Health Director's Report under Drug Overdose Update, the number of overdose deaths should read 23 deaths from January to July 23, 2020 (not 2021).

#### B. Human Services Written Director's Report

**MOTION** by Logan/O'Neill to approve. **Motion carried unanimously with three excused – Tryggestad, Weber-Strauss, Freedland and one absent – Hyter.**

### CONSENT AGENDA

#### A. Minutes

1. Health & Human Services Board 8/12/21

#### B. Department Reports

1. Human Services Vendor Audit Report

**MOTION** by O'Neill/Jacobs to approve. **Motion carried unanimously with three excused – Tryggestad, Weber-Strauss, Freedland and one absent – Hyter.**

**ITEMS FOR FUTURE AGENDAS:** None

### ADJOURNMENT TO THE NEXT MEETING TO BE HELD TUESDAY, OCTOBER 12, 2021

**MOTION** by Jacobs/O'Neill to adjourn. **Motion carried unanimously with three excused – Tryggestad, Weber-Strauss, Freedland and one absent – Hyter.**

The meeting adjourned at 7:46 p.m.

**Disclaimer:** The above minutes may be approved, amended, or corrected at the next Committee meeting. Lisa Perry, Recorder

**THE AGING AND DISABILITY RESOURCE CENTER (ADRC) OF LA CROSSE COUNTY  
ADVISORY COMMITTEE**

**Monday, August 2, 2021**

**La Crosse County Health & Human Services Building, Room 2106**

**3:00 PM**

<b>MEMBERS PRESENT:</b>	Diane Brose, Cindy Jensen, Kathy Lucey, Sr. Kathy Stuttgen, Sarah Winn, Margaret Wood
<b>MEMBERS EXCUSED:</b>	Rhonda Staats
<b>MEMBERS ABSENT:</b>	David Hundt
<b>OTHERS PRESENT:</b>	Brook Duncan, Cheryl Neubauer, Carissa Pagel-Smith

**CALL TO ORDER**

Meeting was called to order at 3:00 pm.

**PUBLIC COMMENT**

None

**APPROVAL OF MINUTES**

Minutes from the meeting held June 7, 2021 were approved.

**CONFIDENTIALITY POLICY & PROCEDURES**

Due to absence of trainer, related materials will be sent to Committee members by email for review.

**2022 BUDGET REQUEST OVERVIEW**

Carissa Pagel-Smith, ADRC Manager/Director, reviewed the ADRC's 2022 budget request which includes the addition of 1.0 FTE Supervisor and 1.0 FTE Professional. Additionally, the request includes the addition of 1.0 FTE Economic Support Specialist, to be formally requested by Economic Support, and the reduction of 0.47 FTE Elderly Nutrition Program Workers due to growth of volunteers.

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the difference between individual and systems advocacy and the importance of sharing any results of local advocacy efforts (close the loop) to encourage continued participation of local advocacy.

**DIRECTOR'S REPORT/UPDATES**

Due to limited time, report/updates will be emailed to attendees.

**FUTURE AGENDA ITEMS**

None

**ADJOURNMENT TO THE NEXT MEETING TO BE HELD MONDAY, OCTOBER 4, 2021.**

**Disclaimer:** The above minutes may be approved, amended, or corrected at the next committee meeting. Carissa Pagel-Smith, Recorder

**FAMILY POLICY BOARD**  
Monday, September 13, 2021  
Family & Children's Center  
12:00 p.m.

**MEMBERS PRESENT**

Kristi Arenz, Katie Berkedal, Bikers Against Child Abuse Member, Hetti Brown, Michelle Burkhardt, Chris Crye, Lauren Journot, Ann Kappauf, Denise Lorenz, Sue Mathison, Vie Matty, Roberto Partarrieu, Bridget Todd-Robbins, Jodi Widuch, Jason Witt, Mary Kay Wolf, and Tita Yutuc

**GUESTS/OTHERS PRESENT**

Nicole Brei and Kevin Schaler

**CALL TO ORDER**

Chairperson Ann Kappauf called the meeting to order at 12:04pm

**APPROVAL OF MINUTES**

**MOTION** by Katie Berkedal and Roberto Partarrieu to approve the June 7, 2021 minutes as presented. **Motion carried unanimously.**

**HUMAN SERVICES DEPARTMENT AND BOARD UPDATES**

**HHS Board Update:** Tina Tryggestad – no updates currently.

**HS Director Update:** Jason Witt –

- Human Services is holding all-staff Town Hall Meetings this week that, among other things, will include a discussion of our strategic vision. We see our future less behind the walls of the Health and Human Services Building and more in the community alongside our partners and those we serve.
- We continue to have employees participate in the intensive YMCA Racial Justice Training, with our objective being all Human Services staff complete the training.
- The Crisis Co-Responder pilot program with the La Crosse Police Department is up and running. Our Crisis Workers have been riding along with law enforcement and responding to situations where mental health issues are present.
- La Crosse County Youth System of Care (Bridget Todd-Robbins) was presented with a unique opportunity from the University of Wisconsin, School of Medicine and Public Health, and Office of the Wisconsin Partnership Program (WPP) to provide financial support for the enhancement of the La Crosse Youth System of Care through the addition of two part-time Community Cultural Liaisons.

**Section Update:** none currently.

**Presentation:**

**COLLABORATION PRESENTATION: Housing Day Resource Center & Runaway and Homeless Youth Emergency Shelter - Lauren Journot, YWCA Executive Director:** Lauren shared with us that YWCA received a 1.4-million-dollar grant from the U.S. Department of Housing and Urban Development (HUD) to fund the following:

- Day Housing Resource Center: the YWCA is collaborating with Catholic Charities, Couleecap, Independent Living Resources and the Salvation Army to offer a consolidated Day Housing Resource Center for the community located at 212 11th Street South. The partnership between the agencies under one roof will allow one-stop, convenient access for people to walk in and have their needs met. And if people need other help these agencies can't immediately provide, there is a large network the facility can reach out to get the best help as fast as possible. This will be a walk-in service open Monday through Friday 8am-4pm.
- Runaway and Homeless Youth Emergency Shelter: the YWCA is collaborating with Black Leaders Acquiring Collective Knowledge (BLACK), Catholic Charities, CIA SIAB Inc., Couleecap, Family & Children's Center, Independent Living Resources, the Salvation Army of La Crosse County, and the center: 7Rivers LGBTQ Connection. This shelter will address

gaps in services for kids experiencing housing instability and provide 24-hour crisis intervention – giving kids a place to stay and basic care needs such as food, clothing, hygiene, and medical care.

- More information can be found at: <https://www.ywcalax.org/>

**DISCUSSION ON GATHERING PREFERENCES FOR FUTURE MEETINGS:** there wasn't an agreed upon option, with preferences for both in-person and virtual options expressed. There are not many places that we would be able to meet and social distance. The option of the Skogan Administrative Building on Highway 16 was raised. Ann and Jason asked the group to let them know of any ideas for larger conference spaces that could fit at least 35 people with social distancing.

#### **AGENCY CHECK-INS & ANNOUNCEMENTS –**

- Denise Lorenz is new to the committee, she introduced herself as the Community Outreach Specialist for Aptiv.
- Vie Matty shared with the group that their head start numbers are very low, so if you know anyone with children that would like to join head start, please let her know.
- Kevin Schaler shared with us that their second annual Drive the Road to Recovery will be on 10/22 & 10/29. For more information or to register, visit their website: <https://www.atcww.org/2021fallevent>.

#### **ADJOURNMENT TO THE NEXT MEETING TO BE HELD MONDAY, OCTOBER 4, 2021, AT NOON**

Chairperson Ann Kappauf adjourned the meeting at 12:49pm.

**Disclaimer:** The above minutes may be approved, amended or corrected at the next committee meeting. Tiffany Cornell Recorder

**INTEGRATED SUPPORT & RECOVERY SERVICES ADVISORY COUNCIL**

**Wednesday, September 15, 2021**

**Held via Microsoft Teams**

**3:00 PM**

<b>MEMBERS PRESENT:</b>	Ryan Ross, Julie Dietz, Jill Mason, Philip Stegemann, Curt Teff, Shelly Tollefson, Angela Welch, Aimee Zabrowski
<b>MEMBERS ABSENT:</b>	Margaux Carrimon, Marilyn Huckenpoehler, Tracy Puent, Brenda White
<b>OTHERS PRESENT:</b>	Connie Bublitz-Recorder

**CALL TO ORDER**

Chair Ryan Ross called the meeting to order at 3:11 p.m.

**APPROVAL OF MINUTES**

**MOTION** by Teff/Tollefson to approve the minutes from March 17, 2021. Approved.

**MOTION** by Teff/Stegemann to approve the minutes from June 16, 2021. Approved.

**PUBLIC COMMENT**

None

**OFFICIAL BUSINESS**

**Review Purpose of Committee**

Chair Ross shared that this committee could be shortened to Children’s System of Care Advisory. Purpose is to obtain support and identify services across county systems and community partners. The committee meets the statute of requirements for the three programs below (B3, CCOP, and CST.)

**Program Specific Updates**

- **Birth to Three (B3)**  
2021 County Performance Plan: Shelly shared that they moved forward with the proposal for the Social-Emotional grant in 2020; the grant runs through 12/2021. They asked for seven positions through The Parenting Place and are finishing certifications and onboarding, to be completed by the end of this month. Another part of the grant was for technical assistance to start the Safe Court Babies program. The first Safe Court Babies case was in August and Tanya Offerrall has been hired as Community Coordinator for this program. Active Community Team has also started and will meet monthly. B3 will be an active part of this group to collaborate with different sections in Human Services. There is an increase in B3 referrals: nine referrals already this week, and they are averaging three to five referrals weekly. They are also seeing an increase in dual enrollments: many B3 children are being dually enrolled in the waiver program in part due to the state-wide enrollment. The final part of the grant is additional funding for infant mental health certification program. One B3 Coordinator is certified and fully trained in the Infant Mental Health program.
- **Children’s Community Options Program (CCOP)**  
Children’s Intake/Referral Process: Angie shared that one LTE Social Worker has been hired with the expectation of it becoming a permanent position in 2022. Requests have

been made for three additional Social Workers in next year's budget due to the increased referrals and enrollments within CCS and Waiver programs. Ryan shared there are increased referrals and a new state mandate to enroll individuals within 30 days, resulting in the need for more workers.

- **Coordinated Service Teams Initiatives (CST)**

2022 Grant Application and Workplan: Ryan shared that they requested a Social Worker for mental health case management outside CCS. After collaboration, they elected to have this Social Worker serve on the front end for families that may not qualify for CCS or other programs. Jenny Root is slowly transitioning into this position. She will be housed with La Crosse Area Family Collaborative (LAFC) for more presence in the schools. They are looking into expanding to Holmen, as well, for families with youth who are struggling with navigating the intake process.

- **Other Committee Partner Updates**

Aimee shared that it has been one year of partnership with the County CCS program. They have hired two Social Workers at the secondary school level to provide CCS services and case management in coordination with the County. They will be touring the County this week and then beginning intensive training with CCS. The goal is to streamline services between the schools and CCS programming, and to identify more children who are qualified for these services.

Curt shared they held a mental health advisory committee meeting. There are nine schools piloting and implementing an evidence based SCL curriculum over the next year. They have partnered with Gundersen on a student-family assistance program and have hired two therapists. One has started and serves elementary schools, and the second will soon be starting and will serve middle schools. This will provide outreach to parents, including EAP for those with children who have access barriers relating to mental health.

Phil shared they have implemented the updates on their method of handling truancy across the county, increasing the partnership with schools and families to more immediately address chronic absenteeism. He attended a meeting with DPI and DCF. The state expressed lots of support on how the YJ department is moving forward including connecting with children who are also in the CCS and Waiver programs.

Julie shared that Public Health had thought COVID was slowing down but that is changing again. No other updates currently.

Ryan shared that the state is looking into how CCS and CST programs can align more closely, including how CCS can be more encompassing of all systems versus just mental health. Ryan is reaching out to other sections to try designing more comprehensive assessments and service plans, for all systems to be in one spot.

Ryan shared there is a small group that is discussing the benefits of an informational session for community partners on County services and resources, including how the County can improve on community coordination and communication. Curt shared it may be helpful to share the County's mission, vision, and philosophical shifts with community agencies. He said the school district is working with County leaders to come

up with some sort of shared philosophy of care, with the basis that people in need are better off with such a philosophy. Ryan said there is a goal of having both internal and external focal points, so all could be informed of what is happening. Phil suggested a "Town Hall" for openness and transparency between all involved.

#### **Discussion on Current Systems of Care**

- **State of Wisconsin - Core Practice Evaluation Standards tool**

Ryan shared that DHS has asked CCS for a feedback survey to obtain data from youth and families from across the state. They are asking what the best ways are to administer this to families and individuals, including how to be more thoughtful on getting the best response rate. Ryan asked what others have found to be successful. The current survey from the state is a more generic format with about 25 questions, a few of which he shared. Aimee shared that the schools seem to get the best survey response rates when making personal, face-to-face connections. She also suggested keeping the survey short with just a few questions. Curt shared it is many times difficult to get answers from surveys that do not include a level of dialogue. He also suggested open-ended questions. Ryan said that the survey being discussed comes from the state so no changes can really be made to the format. Phil shared that it seems more effective when workers go out and personally administer the surveys. Ryan said they have from 10/15/21 to 11/30/21 to administer and get responses back on all the surveys, and Curt shared that they partner with local universities for "extra hands" in carrying out some of the needs the schools have when completing these types of things.

#### **Future Planning**

- Curt suggested inviting new vendors and services to these meetings to explain what they provide and offer but he is unsure if it would fit into the rules and purpose of this committee. All acknowledged they would be ok with this. Ryan said that could be allowed and suggested everyone on this committee make it their task to come up with ideas relating to this.

**ADJOURNMENT TO THE NEXT MEETING TO BE HELD WEDNESDAY, DECEMBER 15, 2021 AT 3:00 P.M.**

**MOTION** by Tollefson/Teff to adjourn. The meeting adjourned at 3:58 pm.

**Disclaimer:** The above minutes may be approved, amended, or corrected at the next committee meeting. Connie Bublitz, Recorder

**CRIMINAL JUSTICE MANAGEMENT COUNCIL****AUGUST 18, 2021****MEETING HELD VIA: ZOOM****LINK TO RECORDING:**

[https://wicourts.zoom.us/rec/share/eHAXLBF4yTcFh1FhHcJVr8M3C7NlqiDDXHmkjqJBD9Hi8ifbHdlcqZ\\_l88V30xbv.r2JmINFj2cZ5d7f8](https://wicourts.zoom.us/rec/share/eHAXLBF4yTcFh1FhHcJVr8M3C7NlqiDDXHmkjqJBD9Hi8ifbHdlcqZ_l88V30xbv.r2JmINFj2cZ5d7f8)

<b>MEMBERS PRESENT:</b>	Judge Horne, Tom Jacobs, Michael Sersch, Jenna Theler, Vincent Loera, Heidi Svee, Tim Gruenke, Joe Packard, Jeff Wolf, Scott Alo, Sutha Veerasamy, Andrew Rasmussen, Jason Witt, Avrie Schott, Jayne Rifenberg, Araysa Simpson, Monica Kruse, Heidi Allred, Alice Benson, Tina Tryggestad, Margaret Larson, Tonya Van Tol
<b>MEMBERS EXCUSED:</b>	Troy Harcey, Keonte Turner
<b>OTHERS PRESENT:</b>	Jane Klekamp, Jim Verse, Sam Seefeld, Angie Smith, Michael Beiermeister, Olivia Herken, Andrea Richmond, Eric Timmons, Brad Williams, Chiara Packard, J Pogreba, Elliott Levine

**CALL TO ORDER**

Chair Tim Gruenke called the meeting to order at 5:01 pm via Zoom.

**APPROVAL OF JULY 17, 2021 MINUTES OF THE CRIMINAL JUSTICE MANAGEMENT COUNCIL**

**MOTION** by Horne/Kruse to approve the July 17, 2021 minutes, of the Criminal Justice Management Council, with the amendment noted below. **Motion carried unanimously;** Harcey, Turner excused.

- Amendment: Tim Kabat's name to be replaced with Mayor Mitch Reynolds

**PUBLIC COMMENT:**

Emails from Cia Siab – Hmong Advocacy Group, and Laura Aballera attached for reference Related to item #5 of agenda (Update on Police Oversight Committee work)

**CONTINUED PRESENTATION ON CRISIS SERVICES – Sam Seefeld & Angie Smith**

Power Point Information Attached

## Discussion:

- Look into barriers and how to fix them
- Resources are available but not all are in place that need to be here
- Look into models that treatment courts utilize
- Downfall of waiting to get into residential placement versus immediately, when the person is ready
- Lack of available placement for young teens
- Engage friends and family to arm themselves with interventions to protect the person while maintaining protected health information
- Mapping out mental health system, identifying services and gaps

## **UPDATE ON POLICE OVERSIGHT COMMITTEE WORK – Steve Doyle**

Jane Klekamp indicated Doyle watched the previous CJMC meeting. He and others have met with the La Crosse Police Department chief to determine how to move the resolution forward. Trying to pull a committee together to see if there can be a consensus from law enforcement so it can move forward at the County Board level. Doyle plans to work with other community members to determine who should be on that subcommittee and then will report back at the next CJMC meeting.

**Kruse:** Process is moving more slowly than Doyle most likely anticipated. Believes Doyle is not trying to put together a committee but getting just a small group together with one or two people on each side for a one-time meeting, not a long-term subcommittee. Thinking it will not take very long to come to a consensus on topic.

**Rasmussen:** Doyle is doing what was requested last meeting, seems there is confusion. Last meeting it was said he will not start reaching out to people until committee hears Doyle's side of things. Feels clarification is needed.

**Gruenke:** Clarified that Doyle wanted to make a motion to the County Board to send the proposal back to this committee; Doyle proposed a meeting with other people for support before it goes back to the County Board.

**Rasmussen:** Is this the same amendment or has there been a new one added?

**Gruenke:** Same one, nothing has been added yet.

**Kruse:** Supervisor Padesky added an amendment for committee members to do a ride-along with an officer. Believes that is part of the resolution. At this point, committee can now suggest to the County Board whether it approves any of the resolutions, amendments, or language discussed.

**Gruenke:** Procedurally, the committee is waiting for Doyle to report back to the committee what he has discovered/resolved, then committee would vote whether to make a motion to do nothing, send to the County Board as is, or send to the County Board with modifications.

**Theler:** Would be beneficial for the letters to be shared with Doyle.

**Gruenke:** Permission to have the letters included in the minutes, which Doyle has access to.

**Kruse:** Will make sure Doyle is aware of the letters and reads them.

**Theler:** Is Doyle to come back with questions/suggested changes, or rather with an agreement on what has already been proposed to law enforcement?

**Gruenke:** Assumption is that Doyle will come back with report on his discoveries and suggestions, and then discuss as a committee.

**Klekamp:** Confirmed that is Doyle's intent. The challenge is getting people together before the next meeting.

**Svee:** There is already County Board and Law Enforcement representation on this committee; can we form a small group to talk with law enforcement to find out the concerns/questions and then move forward as a committee?

**Gruenke:** Because that is what Doyle is working on, as well as unable to do so until next month due to having to give notice, let's discuss next month after Doyle reports back.

**Loera:** Can Doyle put recommendation to us ahead of time to mull over prior to the next meeting?

**Gruenke:** Will bring this suggestion to Doyle and ask that he put something together in writing for the committee.

**Klekamp:** If anyone on this committee is interested in being part of the group Doyle is trying to create, send your contact info to Kruse.

**Kruse:** To answer Svee's question in more detail, Doyle's view is that this resolution belongs to the County Board at this time which is why he is assisting putting the group together versus this committee.



### **VICTIM CONCERNS REGARDING MEDIA RELEASES – Heidi Svee**

**Svee:** Referenced State Statute 950, Rights of Victims and Witnesses of Crime, when discussing the harmful results of the press release displaying mug shots of the victims of the recent triple homicide. Criminalizing victims can deter victims from coming forward in the future. Hoping there can be a commitment to avoiding this, out of respect and honor of victims of crimes.

**Wolf:** The goal with all media releases is transparency. There were some inaccuracies, so it was decided to perform all releases via the County Sheriff Facebook page. An open records request was made by media for photos referenced by Svee. Had conversations with the victims' families regarding the strategy behind releasing the photos. Cannot go into much detail at this time, apologizes for the negative feelings about the released photos. Will take Svee's request into consideration but in honoring the victims and serving justice, could identify people with information who would see the pictures.

**Svee:** Feels it is owed to community members to look into alternatives.

### **REVIEW OF AGENCY UPDATES (Written updates provided in packet)**

**Horne:** Pam Radtke, former Clerk of Courts, had retired and has been replaced by Kelly Goyette. Also introduced Tonya Van Tol.

### **INFORMATIONAL / MISC:**

#### **FUTURE AGENDA ITEMS**

Continue with discussion and formulating specific ideas for addressing mental health concerns.

Steve Doyle to report on gathered concerns and next steps in process of committee resolution.

**ADJOURN:** There being no further business, Chair Gruenke adjourned the meeting at 6:22 pm

**APPROVED September 15, 2021 - Recorded by Connie Bublitz**

**CRIMINAL JUSTICE MANAGEMENT COUNCIL**

**WEDNESDAY, SEPTEMBER 15, 2021**

**MEETING HELD VIA: ZOOM**

**LINK TO RECORDING:** [https://wicourts.zoom.us/rec/share/MEfHQB5u3bs9mU-4fv0ROV4XggcsKs3qiLuB1jwEZ4sHKfA\\_C2AJdVIOfb7n39L6.0arDkJ0-9PfXXJ8p](https://wicourts.zoom.us/rec/share/MEfHQB5u3bs9mU-4fv0ROV4XggcsKs3qiLuB1jwEZ4sHKfA_C2AJdVIOfb7n39L6.0arDkJ0-9PfXXJ8p)

<b>MEMBERS PRESENT:</b>	Tom Jacobs, Michael Sersch, Tim Gruenke, Scott Horne, Vincent Loera, Andrew Rasmussen, Heidi Svee, Jason Witt, Jayne Rifenberg, Jenna Theler, Joe Packard, Suthakaran Veerasamy, Tina Tryggestad, Troy Harcey, Vincent Loera, Araysa Simpson, Avrie Schott, Heidi Allred, Monica Kruse, Margaret Larson
<b>MEMBERS EXCUSED:</b>	Wolf, Alo
<b>OTHERS PRESENT:</b>	Mandy Bisek, Tonya VanTol, Gary Tyler, Jane Klekamp, Jim Verse, News 8, Olivia Herken (Tribune), Steve Doyle, Mike Tighe, Dawn Wacek, Peter Nelson, Chiara Packard

**CALL TO ORDER**

Chair Tim Gruenke called the meeting to order at 5:00 pm via Zoom.

**APPROVAL OF AUGUST 18, 2021 MINUTES OF THE CRIMINAL JUSTICE MANAGEMENT COUNCIL**

**MOTION** by ((Simpson/Loera)) to approve the August 18, 2021 minutes of the Criminal Justice Management Council. **Motion carried unanimously;** Wolf & Alo excused.

**PUBLIC COMMENT:**

**GARY TYLER – Visiting La Crosse & CJMC**

Tim Gruenke & Araysa Simpson provides Mr. Tyler a general perspective on recent local issues the CJMC is tackling.

Mr. Tyler weighs in on the importance of realizing the difficulty for those who may have been negatively impacted by law enforcement may be hesitant to bring those concerns forward. Historically the black community has had traumas that impact them today. Our responsibility is to listen to our constituents and willing to listen to their concerns. La Crosse can be a role model to show how to relieve racial conflict.

Gruenke remarks on historical attempts of our diverse community’s representation and perspective on the Council as often times this has led to disappointment

Important to establish trusting relationship with diverse community members to bridge the gap of issues that exist in our community. Mr. Tyler suggests Thomas Harris, or others. Important that we look at all sides of a situation. Important to have open doors to address and discuss problems, through establishing relationships. La Crosse has the opportunity to be a role model and bridge the racial divide that exists, representing the black and white communities. Interact in ways that we can see each other as people. Encourages local law enforcement to reach out to diverse community to empathize and hear where they are coming from.

Tyler weighs in on his observations when in La Crosse, as he sees much opportunity and potential in the relationships he has observed between the black and white communities. Need lines of communication.

Svee: What I've observed is that, like it is nationwide, BLM and talks about an oversight committee have become incredibly politicized. Folks who do speak up face repercussions. Communication breaks down.

Gruenke: elaborates on this fear that Svee discusses and asks Mr. Tyler to elaborate on his experience and how he was personally able to overcome his views on police.

Tyler gives his personal background to the Council. As a victim of police brutality, which lead him to believe all police were the same. He expands on his story while in prison, the realizations he had in his reactions to his surroundings, where everyone reacted negatively. Realized that because he was in prison for something he didn't do, he made a decision to change his attitude toward the security officers within the prison, which then changed their attitudes toward him. Lines of communication opened, and some became close friends. The day Mr. Tyler was released from prison, the Warden acknowledged their friendship and bond they developed.

Tyler elaborates on additional stories of growth in his respect and forgiveness toward police.

Admires the Council for what we are trying to accomplish, encourages the council to keep up this work, and offers to assist if we are in need.

Rasmussen: Appreciates Mr. Tyler's perspective. Asks what he is working on now.

Tyler: Safe Place for Youth – Outreach and Engagement worker in Los Angeles, seeking youth that are vulnerable and have run away to assist in getting them safely connected to resources.

Tyler reminds the Council that they are a part of this committee for a reason, because they want to make a difference in our community. This is the time to be open, ask questions to make connections and make a difference.

Harcey: What is the amount/if any interaction Gary has with schools and what that interaction looks like in his current role.

Tyler: Covid has impacted this work. Prior to that did more speaking engagements and connections within schools. Connected to law enforcement when they have recognized youth in need in the community.

Simpson: Asks if Tyler could speak on a couple of areas that the criminal justice system could improve on, based on his experience.

Tyler: Justice system failed him at the time, felt it was non-existent to him in dealing with his situation when he was 16 years old. Many decades after Tyler's sentence, law finally changed in 1976 to execute minors. Despite this ruling, argument that Tyler's execution should remain. Cites data that shows juveniles spend more time than adults for the same types of crimes. Recognizes that the system has gotten better since this time, but still much work to do. Treating youth differently than adults in the justice system is important. Advocates to legislators that before passage of any law that it does not create more victims.

Gruenke thanks Mr. Tyler for his time and perspective. Acknowledges the tremendous amount of forgiveness he has demonstrated.

### **UPDATE ON POLICE OVERSIGHT COMMITTEE WORK – Steve Doyle**

Steve Doyle updates the Council

Prior to pulling together a committee, Doyle spoke with several people to give him some perspective and background on the work. Also worked with Keith Belzer on how to create an agenda for the committee/discussion that focused on:

- 1.) How did we get to where we are today?
- 2.) How do we get to where we want to go?

August 31, committee made up of approximately 50% law enforcement, 50% community to discuss above questions.

Answers to those questions from Doyle's perspective as mediator:

How did we get to where we are today?

Law Enforcement did not feel they were a part of the process. Whether this perspective was accurate or not, it was important to acknowledge this.

How do we get to where we want to go?

Where Doyle wants to go – want a unanimous vote from the County Board to move forward on this resolution and work. If we do not get a unanimous vote it shows that we are not ready to truly engage in this work. Acknowledges comments made by Mr. Tyler stating that La Crosse could be a role model in this work.

Everyone needs to feel they are a part of the process

Next meeting scheduled for October 5, 2021. At this meeting, will discuss who should be on the committee being created by the resolution that will ultimately research and create the "oversight" committee. Law Enforcement have committed to being a part of this. Doyle worries that there are members of our diverse community that do not feel comfortable being a part of this committee in a way that will be productive and safe.

Doyle asks of the Council – if Council has names or suggestions of community members that would be beneficial to have at this committee to offer helpful perspective.

Doyle offers perspective to the Council that La Crosse County is often looked to as an example to others in the state. Encourages us to continue to be the leader and ensure that we do it with everyone engaged.

Timeframe is unknown at this point, Doyle would like it to be as soon as possible.

Theler: Clarifies who the citizen members that are currently in discussion are – Monica Kruse, Jane Klekamp, Tim Gruenke, Vincent Loera, Andrew Rasmussen. Also brainstormed citizen members to be a part of the discussion. Those who have been approached thus far have not felt comfortable in this work at this time.

Svee: Clarifies, wasn't this committee to determine the committee already done?

Doyle: Yes, however because law enforcement did not feel a part of the process, it has been held up to ensure all feel involved, on all sides to ensure success of this work moving forward.

Simpson: Clarifies that the initial committee was to determine if this was something we wanted to explore, which the recommendation was, yes. The resolution then made the proposal to create a committee that would further research and determine the makeup and details of the actual oversight committee.

Sersch: Reached out to one of the Council members that voted against the resolution. Stated they felt a step was skipped in coming from the CJMC to the County Board.

Doyle: Judiciary and Law Committee felt this resolution should have gone through them first before full County board. When the resolution returns, this will occur.

Larson: Addresses as the Chair of the Judiciary and Law Committee specific to the piece of the resolution that discusses reporting directly to the Judiciary and Law Committee Also asks where the change from "advisory" to "oversight" language came from in the resolution.

Kruse addresses this question – in subcommittee's research oversight was used in most municipalities as it had more "authority."

Rasmussen acknowledges the confusion in these terms. Reminds the Council that in speaking with Keith Findley from Dane County, they too call themselves an oversight board, but do not have authority to discipline. The hope is with this next committee these details can be further addressed.

Doyle elaborates to say this is a detail that should be worked through as part of this particular committee's work.

Jacobs: Statutorily law enforcement relies on Police and Fire Commission. How does an oversight committee interact with this commission.

Doyle: This again, is why this buy in is so important. The only way there could be a role the county/community could have a role in issues within the policies/procedures of law enforcement would require the agreement of local law enforcement to have this feedback, as it is not required of law enforcement agencies statutorily. Aligns this to the CJMC's makeup, which is mutually agreed upon to collaborate, but not required to do so.

Will look for another update in October CJMC meeting from Steve on the progress of this committee's work.

#### **AGENCY UPDATE REPORT REVIEW:**

#### **INFORMATIONAL / MISC:**

Will be looking for another citizen member to replace Keonte Turner. Announcement will be going out soon. Asks council to make recommendations for anyone they think would be a good addition to the Council.

Council shares feedback on Gary Tyler's input to the Council as appreciated and a good reminder of the immense forgiveness that Mr. Tyler displays in the wake of such a difficult story.

**FUTURE AGENDA ITEMS**

None

**ADJOURN:** There being no further business, Chair Gruenke adjourned the meeting at 6:25 pm

Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.

Recorded by Mandy Bisek

