

1. 2022 AAA Budget Priorities

BATTERMAN met with Purchase of Service (POS) directors and discussed the top five emerging trends and client issues reported in 2020 Case Management Quarterly Service Reports, which are in order of reported total occurrences:

1. Social Isolation
2. Mental Health
3. Nutrition
4. Transportation
5. Housing

BATTERMAN noted these areas are a direct result of the impact of the COVID-19 pandemic. After analyzing this data and adding to it comments offered by the directors, BATTERMAN recommended drafting budget priorities for the following areas:

- Case Management (requesting funding to cover the third year of a three-year ask)
- Nutrition Site Management (requesting funding to cover the second year of a two-year ask)
- Nutrition Catering (requesting funding to cover the anticipated increase of food costs)
- Mental Health Resources for Older Adults (requesting funding to cover salaries/benefits to recruit and retain staff)
- Cultural Diversity (requesting funding for targeted programming for SE Asian older adults—similar to the existing Latinx and African American programs)

[2020
RPT-813](#)

CM Emerging Trends Client Issues Summary 2020

Attachments: [CM Emerging Trends Client Issues Summary 2020](#)

2. 2022-2024 Dane County Aging Plan

BATTERMAN announced the draft plan is due November 15, 2021 to the State instead of July 2021. She met with Older Americans Act Program Supervisor Neal Minogue to discuss the requirements of the three-year plan:

- *At least one goal is required to enhance the amount and quality of community engagement/public input as part of developing the aging plan.*
- *At least one goal is required to address an emerging need, a quality issue, or a gap in the services system in EACH of the following program areas: Titles IIIB (Services and Volunteers), IIIC (Nutrition), IIID (Evidence-based Health Promotion), and IIIE (Caregiving)*
- *At least one goal is required to address progress within one or more program area toward person-centered services, maximizing consumer control and choice.*
- *At least one goal is required to address a barrier to racial equity within one or more program area.*
- *At least one goal is required to increase local aging and disability network participants' knowledge and skills related to advocacy.*

E. Reports to Committee

1. 2021 Case Management Service Reports: Qtr 1

[2021](#)
[RPT-041](#) Case Management Service Reports Qtr 1

Attachments: [CM Service Reports Qtr1](#)

BATTERMAN reported a summary of the service reports from Focal Points. An increased number of first responder dementia forms were completed by community members.

2. 2021 Committee Work Plan: Qtr 1

Present 9 - BARBARA BOUSTEAD, JENNIFER BROWN, GERRY DERR, PAMELA FLAD, JON HOCHKAMMER, CAROL LORENZ, SRIDEVI MOHAN, DIANNE LEIGH, and KATE MCGINNITY

[2021](#)
[RPT-042](#) 2021 AAA Access Committee Work Plan Qtr 1

Attachments: [2021 Access Comm Work Plan Qtr 1](#)

Due to a technical glitch, the correct attachment was not included. Will report on this next month.

3. Chair & Staff Report

HOCHKAMMER shared a personal change to his intergenerational living situation which resulted in a general discussion by Committee members of this becoming more common since COVID-19 and more families are choosing to live with multi-generations of family members.

*Batterman presented the 2020 Annual Report to the committee members and answered questions. Noted in the report was AAA awarded two National Awards for services provided to older adults. BATTERMAN encouraged Committee members to complete a survey sent out by the County Board office to obtain feedback on virtual or in-person meetings. **Work continues on the 2022-2024 Dane County Aging Plan with 85 emails sent out May 3, 2021 to community organizations to assist with the work to be completed.***

VELASQUEZ reported a transportation survey was sent out to over 800 older adults. UW-Milwaukee is doing a statewide survey on transportation needs and will generate a report for us when the data is tabulated. Carryout meals survey was distributed and data should be coming back by mid-May. In the fall, a Home-Delivered Meals survey will go out to older adults. Focal Points are masking plans to reopen congregate meal sites. Different options are being looked at for meal sites as Festival Foods, Meadow Ridge, and Lussier reported either a decrease in the number of days available to serve meals or needing to close the site entirely. Two promising potential options include HyVee on the west side of Madison and Parkway Restaurant on the south side of Madison. Both are interested in participating in the meal program.

4. Chair & Staff Reports

Batterman reported the 2022-2024 Dane County Aging Plan is progressing and the online survey is available for members of the public to complete.

Aging Specialist Angela Velasquez reported that starting July 7 Hy-Vee will be a new meal site in Dane County with locations at Fitchburg, east and west side of Madison. Meals will be served on Wednesday's from 10am-1pm.

F. Future Meeting Items and Dates

Next meeting: Tuesday, 6 July 2021, 2:00 pm via Zoom

G. Public Comment on Items not on the Agenda

None.

H. Such Other Business as Allowed by Law

None.

I. Adjournment

Meeting adjourned at 3:20 pm by Chair HOCHKAMMER.

Minutes respectfully submitted by Cindy Matulle, AAA Clerk III.

[2021
RPT-298](#)

2021 Case Management Service Reports: QTR 2

Attachments: [2021 CM Service Reports QTR 2](#)

BATTERMAN reported the two common areas of housing and transportation as the main concerns for older adults.

3. Diversity Work Group Update

BATTERMAN summarized the work of the group for this project. Three community members have volunteered to serve on the Work Group, AAA Board, or Standing Committee. One of the members has had to withdraw their name for the Access Committee due to scheduling conflicts. Despite encountering several limiting factors that impeded progress, many community businesses and churches serving older adults of color and identify as LGBTQIA+ were successfully educated about the Work Group, AAA Board, and Standing Committees. AAA Manager Cheryl Batterman reported there are still three positions on the AAA Board that need immediate replacements. Committee members discussed new ideas to help recruit applicants. MCGINNITY reported having three candidates who were interested in serving on a Standing Committee.

[2021
RPT-322](#)

Diversity Work Group Update

Attachments: [Diversity Work Group Status Report 052521-071921](#)

4. 2022-2024 Dane County Aging Plan

BATTERMAN reported the paper and online surveys are complete with data being generated. The goal was to reach 500 people in June and July.

5. Case Management Bi-Annual Survey

BATTERMAN reported revisions are being considered for the survey this year. Questions are being reviewed while attempting to keep them similar to compare year to year data. There is the possibility of offering the survey online this year to assist with data collection.

6. Chair & Staff Reports

BATTERMAN shared the 2022 AAA Budget Priorities Draft #3. Committee members previously approved the priorities; this updated version lists the four areas ranked in importance by the Focal Point Directors.

BATTERMAN report Dane County is still working on a process of offering public meetings both in-person and via Zoom. Until this process is finalized, Committee meetings will remain remote.

3. AAA Committee Emails

BATTERMAN explained several AAA Board members recently expressed concerns of the amount of emails sent out by AAA staff during the pandemic and also asked for clarification on advocacy requirements for Board and Committee members.. After discussing this with AAA Board Chair Melissa Ratcliff, BATTERMAN created two documents which were then discussed.

[2021
RPT-400](#) AAA Committee Emails

Attachments: [Advocacy Requirements of AAA Board Committee Members](#)

[2021
RPT-401](#) AAA Committee Emails

Attachments: [Board Committee Emails Final](#)

4. Diversity Work Group Update

BATTERMAN reported three community members applying to serve on the AAA Board are waiting to be approved by the Dane County Board; however, none are of color. One member identifies as LGBTQIA+. Questions were asked by the public if a stipend is offered. Batterman reported AAA Board members approved by the County Board are offered a \$30 per meeting stipend and mileage reimbursement for attending in-person meetings. Subsequently, AAA Board members serving on a AAA Standing Committee are also offered this same stipend and mileage reimbursement for attending Committee meetings.

5. 2022-2024 Dane County Aging Plan Update

BATTERMAN reported the Advisory Council is meeting (virtually) Tuesday, 9/14/21. The agenda includes a timeline update, aging survey results, draft goals, and the next steps. All of this information will be posted on the AAA website here: <https://dcdhs.com/Aging-Plan-Development>.

6. Chair & Staff Reports

BATTERMAN reported there are several changes occurring within the Adult Community Services (ACS) Division. Due to the increased number of mental health staff hired during the pandemic, office space at the Northport Office (NPO) building is inadequate. As a result, the Adult Protective Services (APS) unit is moving to the South Madison Office (SMO) on Park Street and the Children's Long-term Support (CLTS) unit will move from NPO's third floor to the first floor where APS is currently located. Behavioral Health and Comprehensive Community Services (CCS) units will remain on the third floor at NPO. With Transportation Coordinator Jane Betzig retiring later this year, the Transportation Services unit (to include the Transportation Call Center) will move to the ADRC and be supervised by Jennifer Fischer.

F. Future Meeting Items and Dates

2. 2022-2024 Dane County Aging Plan

Batterman went over the Aging Plan timeline and shared all of the progress to date. Final steps include approval of the draft goals by the AAA Board and a Public Hearing for input from the community for the complete draft plan.

[2021
RPT-517](#)

2022-2024 Dane County Aging Plan Timeline

Attachments: [2022-2024 Dane County Aging Plan Timeline 091421](#)

[2021
RPT-520](#)

2022-2024 Dane County Aging Plan Goals

Attachments: [2022-2024 Dane County Aging Plan Goals Strategies DRAFT](#)

[2021
RPT-521](#)

Public Hearing Notice

Attachments: [Public Hearing Notice Half page](#)

3. Chair & Staff Reports

Batterman reported this is an extremely busy time as AAA staff are facing pending deadlines to complete two large projects: POS contracts (which include final funding reports) and end of fiscal year SAMS data collection and reports. Work also continues on the Dane County Aging Plan, Case Management Survey, and responding to pandemic changes.

Batterman reported County Executive Joe Parisi included all four 2022 AAA Budget Priorities in his 2022 budget proposal.

Velasquez reported all three Area Agencies on Aging (AAA), GWAAR, Dane, and Milwaukee Counties, recently received confirmation the anticipated and budgeted 2020 Title III-C1 carryover funds had lapsed back into the State's General Fund on 6/30/21. Representatives from all three AAA's met with Office on Aging staff on 9/20/21 to discuss this shortfall—how it happened, what could be done about it, and how could we ensure this doesn't happen again. Dane County AAA lost \$396,773, or to put it more frankly, older adults lost 37,116 meals that could have been purchased and reduced malnutrition in persons that need more than one meal per day. For a program that has been critically underfunded for years, every penny is needed. All three AAA's followed the policy direction and language from the State to spend new federal funding first as State GPR matching funds would carryover and be available to cover the cost of meals through the end of 2021. Batterman and Velasquez met with AAA Board Chair Melissa Ratcliff and AAA Legislative/Advocacy Committee Chair Esther Olson on 9/22/21 to alert them of the situation. Fortunately due to an oversight by the State, a federal COVID payment (CCA-2 funds) of \$198,000 had been received earlier this year but had not yet been spent as the State had not made the required annotations in the claiming system. The Legislative/Advocacy Committee met last week and discussed this topic. They voted to have AAA staff draft a letter for the AAA Board to approve at the Board's meeting immediately following this committee meeting.

[2021 RPT-595](#) 2021 Case Management Service Reports: QTR 3

Attachments: [2021 CM Service Report--QTR 3 Summary](#)

BATTERMAN summarized the reports and noted the concerns indicated by the Focal Point case managers were similar to those reported in the second quarter report.

2. 2021 Committee Work Plan: QTR 3

[2021 RPT-637](#) 2021 Committee Work Plan: QTR 3

Attachments: [2021 Access Comm Work Plan QTR3](#)

BATTERMAN reviewed the work completed during the 3rd quarter.

3. 2022-2024 Dane County Aging Plan

[2021 RPT-606](#) 2022-2024 Dane County Aging Plan Goals

Attachments: [2022-2024 Dane County Aging Plan Goals Strategies DRAFT for approval](#)

[2021 RPT-607](#) 2022-2024 Dane County Aging Plan Timeline

Attachments: [2022-2024 Dane County Aging Plan Timeline](#)

[2021 RPT-608](#) Public Hearing Notice

Attachments: [Public Hearing Notice Half page](#)

[2021 ACT-277](#) Aging Plan Goals Feedback

Attachments: [Goals Feedback](#)

BATTERMAN updated the timeline and summarized feedback that has been received addressing the proposed goals. There will be a Public Hearing on December 14, 2021 at noon for public input to the draft Aging Plan, which will be posted on the AAA website. Committee members were encouraged to attend the Public Hearing.

[2021](#) 2022 Access Committee Work Plan
[ACT-365](#)

Attachments: [2022 Access Comm Work Plan DRAFT](#)

BATTERMAN reviewed the goals for the Access Committee to be completed in the next three years. AAA Aging Specialist Angela Velasquez updated Committee members about her meeting with the new Transportation Coordinator Nathanael Brown, ADRC Manager Jennifer Fischer, and ACS Administrator Todd Campbell. Transportation is the second top concern of older adults in Dane County, behind affordable housing. Having on demand transportation is not available due to current capacity limits and may have to contract with more vendors to provide this service of transportation.

A motion was made by LORENZ, seconded by MCGINNITY, to approve the 2022 Access Committee Goals as presented. The motion carried by the following vote:

Ayes: 8 - BOUSTEAD, BROWN, DERR, HOCHKAMMER, LORENZ, LEIGH, MCGINNITY and Farsetta

Absent: 1 - MOHAN

D. Presentations

None.

E. Reports to Committee

1. Diversity Work Group

BATTERMAN shared the work group met in December. Dane County Office for Equity and Inclusion (OEI) Director Wesley Sparkman gave a presentation to the AAA Legislative/Advocacy Committee in December to explain what OEI does. Discussion centered on how OEI could assist the work group with recruitment of POC and LGBTQIA+ Board and Committee members.

2. Chair & Staff Reports

BATTERMAN shared all feedback received for the 2022-2024 Dane County Aging Plan has been collected and responded to. The plan goes to the AAA Board later today (1/3/22) for approval and then to the state. Have not heard back from the state on any of the recommendations for the plan. BATTERMAN will be working in the office until her retirement 2/2/22.

VELASQUEZ updated members about budget items. Base funding for Older Americans Act Title III-B services saw an increase which hasn't happened in a long time. VELASQUEZ is going through budget items to see where the ARPA funding will be used best to supplement programs. Caregiver grant funding has doubled from what has been granted in previous years. The Healthy Aging program will be expanding to train and teach Stepping On classes in Spanish.

F. Future Meeting Items and Dates