



**2025–2027**

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## Executive Summary

Clark County is the seventh largest county in Wisconsin comprised with a population of 34,774. Of that census, 8,297 being 60 years and older make up 23.9% of the current population. Projections that the total population will only increase by 8% in 2040. Clark County is home to a large population of what is termed “Plain People” that is comprised of both Mennonite and Amish communities. At this time, it is questionable the true census of the county due to the influx of boarder immigration who are now residing in our county. Clark County has a large Hispanic presence in the North.

The mission of the ADRC of Clark County is to provide provides a single source for information and assistance for older adults, and people with physical or developmental/intellectual disabilities, and their caregivers while supporting self-sufficiency, quality of life, and dignity. The goal of the Aging and Disability Resource Center is to offer diverse customer service to empower individuals to make informed choices and to have a voice in the supports and services they feel they need to live a meaningful life.

The ADRC of Clark County takes a proactive stance on continuous quality improvement by practicing open communication to gather feedback that will aid in good decision-making while embracing change necessary to address the current needs and desires of the individuals we serve. We actively participate with many partnering agencies that allow us to provide or develop new opportunities for our community while being cost effective, as well as, good stewards of our funding sources.

A few different methods used to gather public input for this plan. Collaborating with UW Madison Extension office, a written survey with an online option was distributed at all county libraries, Pharmacies, the Clark County Food Pantry, all home delivered meals participants, Newsletter subscribers, senior centers, transportation providers and open public venues. We also used our Facebook page, webpage and newsletter to encourage public input. Board members also handed out surveys to family, friends, neighbors and community organizations. We also held a town hall public hearing that resulted in good conversation about the needs of our community.

The Elder Nutrition Program is the largest program in the aging services network. While the home delivered meals program continues to be successful and tends to sell itself, the traditional congregate meal sites in Clark County have not been as sustainable. The past three years we moved to Lunch and learns and Café 60 restaurant models that have statically deemed more successful. Clark County currently has two operational lunch and learns (Loyal and Greenwood) and two pilot programs (Owen and Neillsville) starting up in January 2025, two traditional Congregate meal sites and two Café 60 restaurant sites.

Family caregivers are more common today than ever. Clark County has many barriers to formalized caregiving. One of the county barriers is in part due to being rural, high level of poverty, and lack of affordable housing outside of licensed facilities. Because of these factors, we have seen a rise in requests for the NFCSP and AFCSP grants. Families also wanting to choose these grants over LTC in order to preserve assets for their children. The higher utilization did force a waitlist in 2024. The plan is to develop a prioritization process that can be assessed year to year to ensure those who are most vulnerable or at risk of caregiver burnout are served first.

Housing assistance for older Adults has seen the biggest growth in the past three years. We are seeing more need for Information & Assistance, and service connection with Title IIIB and Meals to ensure sustainability of housing.

Older adults are taking a more proactive position on healthy aging by keeping themselves informed on a variety of topics including health prevention. The number one fear our older adults shared was being able to maintain their independence. By using evidenced-based prevention programs as an effective way to offer the knowledge for individuals to make informed choices about their health and independence. In collaborating with our residents, we recognize how important control over one's own life is to people.

Clark County Aging/ADRC's focus over the next three years will include, but not limited to, utilization and diversity all of its programs and services through prioritization processes in an attempt to serve those most at risk.

## Context

The challenges include, that Clark County is made up of many a few small cities and primarily small rural townships. Clark Counties expansive geographical area and lower population there is not a single densely populated area. It can take one an hour to go from corner to corner of the county which is often a deterrent for people when making decisions about in-person programs and services. We now have a reliance on partnering with local libraries, restaurants, churches and offering virtual options in order to maximize utilization in a sustainable fashion. .

Because we are not able to service large groups at a single event, it results in the cost per service to be significantly higher due to serving smaller groups of people at one time, and having to offer those services in multiple locations. This is not factored in when comparing county sizing and census for determination of funding.

For example, a Large Wisconsin County with a population of 76,462 and has a land mass of 333 square miles equals 229.62 people per square mile. Compared to Clark County, a medium sized county with population of 34,691 spread across 1,219 square miles land mass equals only a 28.67 people per square mile. This number does not take into consideration the reduction for the plain communities that through religious beliefs, will not participate in programming. Leaving the 28.67 ppsm number to a more accurate 21.5 people per square mile. (-25% plain community estimation).

Our hypothesis is that a larger census in suburban/urban counties that are congested into a small geographical area can service many more people in a smaller radius, thus reducing the per service cost. More people with service per square mile. Rural census in larger geographical areas results in a more expensive service due to less people service per mile driving up the per person service cost.

Additionally, in looking at general businesses, the rural counties has far less health care services, restaurants, transportation, and grocery/convenience stores available for options. All lending to being a prime example of health inequities based on funding algorithms where the county does not receive enough funding to fill the gaps. Clark County will develop prioritization processes in order to achieve a successful practice to ensure those with the highest risk and greatest need are served.

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

### **Engagement, Partners, and Resources**

The ADRC Governing Board, which also serves as an advisory board, reviewed drafted goals to provide feedback and suggestions, focusing on enhancing meal site opportunities, community education, and program reinvention. Insights were gathered through interviews with 50 older adults, conducted both in small groups and one-on-one, using the ADRC 2021 Survey as a guide. Participants emphasized the importance of maintaining independence, exercising choice, and engaging in diverse, meaningful activities in their later years. Common themes included a desire for healthy living education, learning new skills, and avoiding routine, while top concerns highlighted fears of isolation and loss of independence. This feedback is being analyzed to tailor programs and services to community needs and interests.

Collaborating with UW-Madison, the ADRC developed a survey offering both written and online options, distributed across courthouse departments, transportation services, dining programs, pharmacies, and newsletters, with online links shared via email, social media, and the website. UW-Madison compiled and analyzed the data, identifying older adults' top fears, including health decline, financial insecurity, and isolation, alongside interests in activities like exercise and social events. Survey participation doubled from 2021 to 2024, with increased community awareness and confidence in the ADRC's work, reflecting the success of enhanced marketing efforts. Feedback guided the development of 2022–2024 goals emphasizing accessibility, diversity, and self-directed choice, leading to increased program utilization but also some service delays. For 2025–2027, the ADRC will prioritize serving those with the greatest needs and risks while continuing to focus on empowering individuals to maintain control over their lives.

- See Appendix A for more information.

### **Public Hearing Requirements**

A public hearing on November 19, 2024, at the Clark County Courthouse had nine attendees, including eight individuals aged 60 or older. Participants praised the Café 60 program and suggested expanding it to additional restaurants. They supported the prioritization process for person-centered planning and sustaining countywide home-delivered meals. Concerns were raised about outreach for developmentally disabled individuals who have retired, with suggestions to collaborate with disability programs to offer relevant educational opportunities. Positive feedback was given on caregiver support goals, particularly the prioritization process for grants. Questions about accessing supportive services highlighted the effectiveness of increased Facebook outreach and the need for further promotion, aligning with the 2025–2027 plan to enhance community awareness of ADRC services.

- See Appendix B for more information.

## Goals & Strategies for the Plan Period

### GOAL 1- Nutrition

**Older Americans Act program area** (Select a program area if applicable.)

- Title III-B Supportive Services
- Title III-C1 and/or III-C2 Nutrition Program
- Title III-D Evidence-Based Health Promotion
- Title III-E Caregiver Supports

**Aging Network value** (Select a value if applicable.)

- Person centeredness
- Equity
- Advocacy

**Goal statement: Meal Prioritization/” Right Meal and Services for you”**

Improve Program integrity Practices to ensure fair, equitable and accountable services.

**Plan or strategy:**

Clark County will adopt and implement the GWAAR Person-Centered Meal Prioritization Process, a comprehensive and holistic assessment method designed to enhance support and services for individuals aged 60 and older who wish to remain at home. This fair and equitable process will ensure that those with the greatest needs receive assistance, while also providing additional resources to help individuals proactively address their concerns. The process emphasizes self-determination, allowing individuals to choose the services they need and select their preferred service providers. Finally, this process will establish safeguards for the Nutrition Program to support the financial sustainability of local initiatives.

1. By February 2025, all current Nutrition Team members will be trained on Meal Prioritization process and the importance of identifying change in conditions that may warrant early reassessments.
2. By February 2025 All ADRC Staff will be trained on Meal Prioritization and their roles in supporting the process when additional needs are identified by Nutrition staff through assessment process.

3. By February 2025 Meal Prioritization Process will be added training for new employee orientation.

2. By December 2025 all current program participants and new referrals will be screened using the Meal Prioritization Process.

**Documenting efforts and tools:**

*Documenting **how much** has been done:*

- Implementation: Benchmarks/timeline review
- Monitor census
- Monitor Waitlist if applicable
- Formalize a follow up process for those on waitlist.
- Customer Satisfaction:
- Survey review once a year or as deemed appropriate.
- Feedback/complaint logs at a minimum quarterly or as deemed appropriate.
- Reports from PeerPlace

*Documenting **how well** it has been done:*

Nutrition Team will meet once a week to review progress and effectiveness.

Program participation census will be provided to the committees as follows:

ADRC Board: Monthly reporting of progress

Nutrition Advisory Meeting: Quarterly reporting of progress.

*Assessing whether anyone is **better off**:*

Internal Process will be updated to include change of condition parameters.

Annual surveys for program participants will measure their level of satisfaction.

Feedback from Nutrition Team will be gathered quarterly (closest to the Program Participant)

Program utilization

Formalized feedback/complaint process will be used for individual concerns.



**OPTIONAL: Notes on considerations for framing goals**

1. Why are we choosing this thing to focus our efforts on?  
A Waitlist for Clark county is imminent and the prioritization Process will offer a t a fair and equitable means to determine risk for leveled services.
2. Why do we believe this particular effort will make things better?  
Formalizes the assessment process reducing subjective decision making and broadens the evaluation to include a more comprehensive approach of all socio-economic factors that lead to a more responsible and accurate determination.
3. How do we think this leads to people being better off?  
By using the prioritization process will help strengthening program integrity, offer a process that is clear and allow for people feeling better educated on what the program can do to support program participants and how to access OAA services. The process puts in place a sustainable practice for financial management.
4. How will we know that when we're done with this effort?  
Clark County intends on being fully transitioned to Prioritization Process by mid-2025
5. How will we know whether anyone is better off because of this effort? The Meal Prioritization Process will put in place a standard of practice that improve program efficiencies, and cost-effective measures needed for program sustainability. The quality of services provided to the program participant will improve from the holistic approach that addresses the whole person not just their daily nutrition. All service options and service providers will be offered so that the person can make a knowledgeable decision for the services that the person feels best meet their needs.

**GOAL 2- Evidence Based Health Promotion**

**Older Americans Act program area** (Select a program area if applicable.)

- Title III-B Supportive Services
- Title III-C1 and/or III-C2 Nutrition Program
- Title III-D Evidence-Based Health Promotion

Title III-E Caregiver Supports

**Aging Network value** (Select a value if applicable.)

Person centeredness

Equity

Advocacy

**Goal statement:**

Maximize participation with Evidenced based Health Promotion education and ensure everyone has access to education that meets their needs.

**Plan or strategy:**

Clark County has developed a robust roster of evidence-based education opportunities aimed at promoting healthy living and addressing identified community needs. However, a current challenge is the low level of participation. Attendees have reported positive feedback regarding the education provided. The plan moving forward is to enhance marketing strategies to maximize program utilization.

1. By February 2025, ADRC staff will have training on company branding.
2. By February 2025, a marketing policy will be developed and adopted by the ADRC board.
3. By March 2025, an expansive list of key stakeholders and local businesses will be developed.
4. By June 2025, staff will be assigned an itinerary of face to face appointments that will allow person to person conversations with key businesses to help with understanding what is offered and how it will benefit those that they interface.
5. By March of 2025, Media will be developed for all of the programs offered using branding guidelines so that each of these opportunities will have a consistent message and become recognizable to the public.
6. By December 2025, all identified key individuals/businesses will have face to face contact and educated on ADRC.
7. By June 2025, partnership with local newspapers for more interest stories on the work that we do and what we can offer to the community.

**Documenting efforts and tools:**

*Documenting **how much** has been done:*

- Implementation: Benchmarks/timeline review

- Monitor inquiry's through a log (to include how they learned about the class and what prompted their call)
- Monitor attendance quarterly
- Customer Survey:
  - Survey review within 6 weeks of classes or as deemed appropriate.
  - Feedback/complaint logs at a minimum quarterly or as deemed appropriate.
- Reports from PeerPlace

*Documenting **how well** it has been done:*

Aging/DCS Team will meet once a week to review progress and effectiveness of current offerings.

Program participation census will be provided to the committees as follows:

ADRC Board: Monthly reporting of progress

*Assessing whether anyone is **better off**:*

Program surveys for program participants will measure their level of satisfaction.

Feedback from ADRC Team will be gathered quarterly (closest to the Program Participant)

Program utilization numbers

Formalized feedback/complaint process will be used for individual concerns.

**OPTIONAL: Notes on considerations for framing goals**

1. Why are we choosing this thing to focus our efforts on?  
Clark County ADRC has been committed to developing educational opportunities based on community feedback. A substantial amount of resources has been invested in purchasing materials, training staff, and securing supplies to provide these educational programs. However, we remain uncertain as to why these programs continue to be underutilized and unsustainable.
2. Why do we believe this particular effort will make things better?  
We aim to formalize the marketing process and broaden its scope to effectively reach the individuals who would benefit most from our educational programs. While traditional marketing strategies have been employed, conversations with our target audience reveal that these efforts are often overlooked due to the

perception that ADRC primarily serves older adults and individuals with disabilities. Feedback indicates that the presence of the ADRC/Aging logo leads many to dismiss the information entirely.

3. How do we think this leads to people being better off?  
By participating in offered evidence-based classes, individuals will gain a greater understanding that will lead to improved decision-making.
4. How will we know that when we're done with this effort?  
Clark County recognizes that this will be an ongoing effort rather than a finite initiative. However, we do have benchmarks for progress that we aim to achieve, which will include, but are not limited to:
  - a. Increased participation in the classes
  - b. Fewer cancellations due to a lack of responses to registrations.
5. How will we know whether anyone is better off because of this effort?  
Clark County believes that increasing access to education can reduce the occurrence of crisis situations. This proactive approach enables our team to work with families on preventive planning rather than reacting to crises, which can lead to regrettable decision-making. Participants will feel better prepared, both for themselves and in their interactions with their families and the broader community.

### GOAL 3- Supportive Services

**Older Americans Act program area** (Select a program area if applicable.)

- Title III-B Supportive Services
- Title III-C1 and/or III-C2 Nutrition Program
- Title III-D Evidence-Based Health Promotion
- Title III-E Caregiver Supports

**Aging Network value** (Select a value if applicable.)

- Person centeredness
- Equity
- Advocacy

**Goal statement: Supportive Services**

Improve Program integrity Practices to ensure fair, equitable and accountable services.

**Plan or strategy:**

Clark County will develop, adopt, and implement a formalized standard of practice for the Title IIIB program. This fair and equitable process will ensure that services are provided to those with the greatest needs and that individuals are matched with appropriate resources based on their risk levels. The process emphasizes self-determination, allowing individuals to choose the services they need and select their preferred service providers. Additionally, this process will establish safeguards to support the financial sustainability of local program.

1. By June 2025, Director and Aging Manager will draft policy outlining the services that will be offered and internal process for accessing services to be reviewed and approved by Clark County Older American’s Act Consultant.

2. By July 2025 new Title IIIB policy will be approved through local ADRC board.

3. By August 2025 All ADRC staff will be trained on the policy and have demonstrated competency on its implementation.

2. By January 2026 Clark County will be fully engaged with adopted practices.

3. By December 2026, Clark County will have refined all practices and in compliance with new policy.

**Documenting efforts and tools:**

*Documenting **how much** has been done:*

- Implementation: Benchmarks/timeline review
- Monitor utilization
- Monitor Waitlist if applicable
  - Formalize a follow up process for those on waitlist.
- Customer Satisfaction:
  - Customer Service Surveys
  - Feedback/complaint logs at a minimum quarterly or as deemed appropriate.
- Reports from PeerPlace

*Documenting **how well** it has been done:*

Aging Team will meet once a week to review progress and effectiveness.

Monthly meetings with APS and ADRC Specialists

Program participation census will be provided to the committees as follows:

ADRC Board: Monthly reporting of progress

*Assessing whether anyone is **better off**:*

Internal Process will be updated to include definitions and parameters for support services offered through Clark County

Surveys for program participants will measure their level of satisfaction.

Program referral

Formalized feedback/complaint process will be used for individual concerns.

**OPTIONAL: Notes on considerations for framing goals**

1. Why are we choosing this thing to focus our efforts on?  
Clark County has provided customized Title III B services to address service gaps. However, the inconsistent execution of the service delivery process created challenges in managing the program, leading to uncertainties and concerns that those at highest risk were not sufficiently served. Without a standard for service delivery, the program was not effectively marketed and was often underutilized. With post-COVID data, we can now identify primary service requests and develop a fair and equitable method to assess and determine risk for tiered services. This standard will also enable us to enhance our marketing efforts and partnerships, ensuring that individuals are connected to services, thereby maximizing utilization
2. Why do we believe this particular effort will make things better?  
Establishing a standard for service delivery enables a more direct approach. Clark County will develop a comprehensive method to assess risks, taking into account all socio-economic factors, leading to a more responsible and accurate determination.
3. How do we think this leads to people being better off?  
Implementing a direct process with well-defined parameters will strengthen program integrity, provide a clear and transparent approach, and educate individuals on how the program supports participants and how to access OAA services. This process establishes a sustainable practice for financial management and maximizes resource utilization.
4. How will we know that when we're done with this effort?

Clark County intends on being fully transitioned to this stronger systemic approach to Title III B no later than December 2026.

5. How will we know whether anyone is better off because of this effort?  
Establishing the Title IIIB internal policy with service parameters will create a standard of practice that enhances program efficiency and implements cost-effective measures essential for program sustainability. All services offered will be person-centered, providing individuals the opportunity to choose the services offered by Clark County that best meet their needs, as well as the ability to select who provides their services.

## GOAL 4- Caregiver Supports

**Older Americans Act program area** (Select a program area if applicable.)

- Title III-B Supportive Services
- Title III-C1 and/or III-C2 Nutrition Program
- Title III-D Evidence-Based Health Promotion
- Title III-E Caregiver Supports

**Ageing Network value** (Select a value if applicable.)

- Person centeredness
- Equity
- Advocacy

**Goal statement: Caregiver Title IIIE**

Improve Program integrity Practices through a formalized prioritization assessment process in order to ensure fair, equitable and accountable services.

**Plan or strategy:**

Clark County will develop, adopt, and implement a formalized prioritization Caregiver Grant policy and procedure for accessing the OAA Title IIIE grant for caregiving services. This fair and equitable process will ensure that individuals with the greatest needs receive assistance while maintaining program integrity to confirm that the grant is used for its intended purpose.

This process emphasizes self-determination, allowing individuals to choose the supports they feel they need and select their preferred service providers. Lastly, this process will establish safeguards to promote the financial sustainability of local programs.

1. By June 2025, Director and Aging Manager will draft Policy & Procedure outlining the services that will be offered and internal process for accessing services to be reviewed and approved by Clark County Older American's Act Consultant.

2. By July 2025 Begin piloting new process with weekly meetings to discuss what is working and what is not working.
3. By August 2025 Finalize policy draft and approve through local ADRC board.
4. By January 2026 All ADRC staff will be trained on the policy and have demonstrated competency on its implementation.
5. By December 2026, Clark County will have refined all practices and in compliance with new policy.

**Documenting efforts and tools:**

*Documenting **how much** has been done:*

- Implementation: Benchmarks/timeline review
- Monitor utilization
- Monitor Waitlist if applicable
  - Formalize a follow up process for those on waitlist.
- Customer Satisfaction:
  - Customer Service Surveys (RedCap)
  - Feedback/complaint logs at a minimum quarterly or as deemed appropriate.
- Reports from PeerPlace

*Documenting **how well** it has been done:*

Aging Team will meet once a week to review progress and effectiveness.

Monthly meetings with APS and ADRC Specialists

Program participation census will be provided to the committees as follows:

ADRC Board: Monthly reporting of progress

*Assessing whether anyone is **better off**:*

Internal Process will be updated to include parameters an offered through Clark County

Surveys for program participants will measure their level of satisfaction.



## Program referral

Formalized feedback/complaint process will be used for individual concerns.

### **OPTIONAL: Notes on considerations for framing goals**

1. Why are we choosing this thing to focus our efforts on?  
A Waitlist for Clark county is imminent and the prioritization Process will offer a fair and equitable means to determine risk for leveled services.
2. Why do we believe this particular effort will make things better?  
Having a standard of service delivery allows for a more direct approach. Clark County will develop a comprehensive means to look at risks that include all socio-economic factors that lead to a more responsible and accurate determination.
3. How do we think this leads to people being better off?  
Implementing a direct process with well-defined parameters will strengthen program integrity, provide clarity, and enhance participants' understanding of how the program supports them and how to access OAA services. This process establishes sustainable practices for financial management and maximizes resource utilization.
4. How will we know that when we're done with this effort?  
Clark County intends on being fully transitioned to Prioritization Process by Dec-2026
5. How will we know whether anyone is better off because of this effort?  
The Prioritization Process will establish a standard of practice that enhances program efficiency and implements cost-effective measures essential for sustainability. The quality of services provided to program participants will improve through a holistic approach that addresses the whole person, not just their immediate concern. Because this grant is small, it is imperative that those with the greatest needs be service with a more immediate response. All service options and providers will be presented, allowing individuals to make informed decisions about the services that best meet their needs.

## **Program Advancement**

### **Community engagement and public input**

The ADRC of Clark County takes a proactive stance on continuous quality improvement by practicing open communication to gather feedback that will aid in good decision-

making while embracing change necessary to address the current needs and desires of the individuals we serve. We actively participate with many partnering agencies that allow us to provide or develop new opportunities for our community while being cost effective, as well as, good stewards of our funding sources.

## **Coordination between Title III and Title VI**

Although we do not have a tribe in Clark County, we have had occasions when we have worked with tribal members related to ADRC and Aging Services. If a tribal member requests services through the ADRC we would ask the tribal member if they want to access funding through the county program or if they would like to be connected with their tribal aging unit. If they choose to work with our local county program, we would provide services to them as we would any other participant. If the tribal member chooses their tribal aging unit, we would coordinate services with that program. For donation services, we would want to clarify details such as who will be collecting the donations and who will be recording the information in SAMS. We would ensure that service delivery is smooth for the participant no matter which agency was involved.

## **Aging Unit Integration and Collaboration with the local Aging and Disability Resource Center**

The Aging and Disability Resource Center of Clark County is the single agency that also includes what was formerly referred to as the Commission on Aging or Aging Unit. It is supervised by a single manager, is composed of one budget, serves under one mission statement, adheres to the same agency policies, serves under one name, and one Board.

## **Emergency Preparedness**

Clark County Emergency Management develops and maintains an emergency management plan that is annually reviewed and all Clark County staff are trained. Each February education and mock events are practiced to ensure the ability to execute the plan as written. Each department, including the ADRC has input on emergency response of a high impact event,

The ADRC develops and maintains a service emergency preparedness plan to ensure, that we are able to provide at a minimum basic services without interruption. Prior to COVID-19, the emergency response was less than adequate to handle the fast paced changes that needed to be put in place during a pandemic. While traditional meal sites did close down to the public we were able to continue home delivery to the most venerable individuals in our community with a few easy, yet high impact changes. During and just Following the pandemic, we spent time looking at what we had, what we were forced to do and what we could do to do even better.

Our stronger relationship with the Clark County emergency management Team, as well as, the additional new community partnerships that have been developed throughout

the county will aid in ensuring risks are mitigated and our customers' needs are met if there is another event.

**Organization, Structure and Leadership of the Aging Unit  
Primary Contact to Respond to Questions about the Aging Plan**

Name: Lynne McDonald

Title: ADRC Director

County: Clark

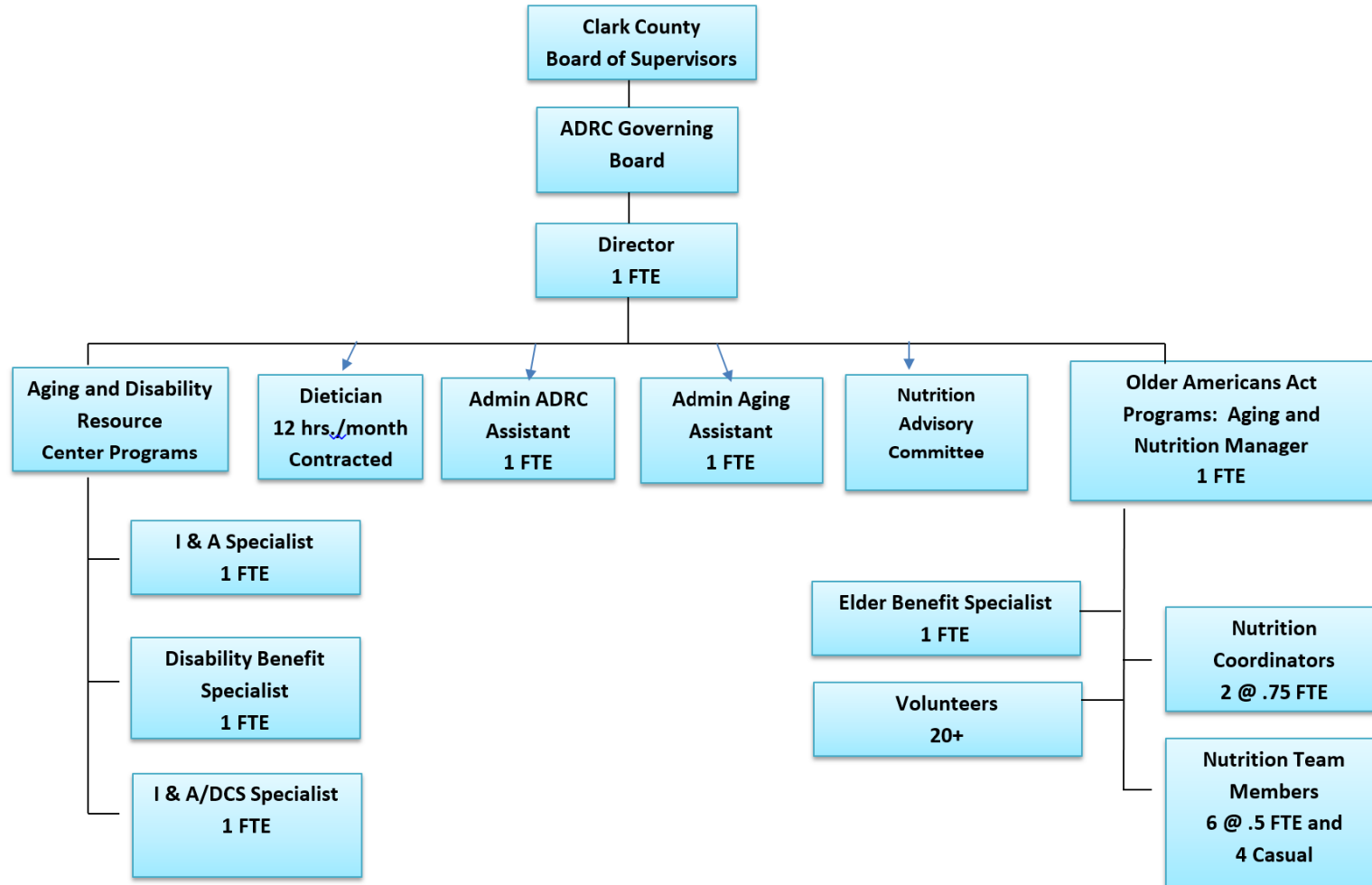
Organizational Name: ADRC of Clark County

Address: 517 Clark Street

City: Neillsville State: WI Zip Code: 54456

Email Address: Lynne.mcdonald@co.clark.wi.us Phone # 715-743-5166

# Organizational Chart of the Aging Unit



## Staff of the Aging Unit

Name: Lynne McDonald  
Job Title: ADRC Director  
Telephone Number/email Address: 715-743-5145 [lynne.mcdonald@co.clark.wi.us](mailto:lynne.mcdonald@co.clark.wi.us)

Brief Description of Duties: The ADRC Director is responsible for the overall operation of program and services offered by the ADRC including Aging and Nutrition programs of Clark County. This position has the primary responsibilities for assuring compliance with approved policies and contracts, monitoring quality assurance of activities, preparing annual budget, program development, strategic planning and staff oversight. The director is responsible for the day-to-day operations of the agency.

Name: Lynn Crothers  
Job Title: Aging/Financial Manager  
Telephone Number/email address (715)734-5147 [lynn.crothers@co.clark.wi.us](mailto:lynn.crothers@co.clark.wi.us)

Brief Description of Duties: Under the direction of the ADRC Director, Oversees all OAA programs provided through Clark County. Responsible for all accounting and financial reports for both GWAAR and ORCD. Key role in strategic planning and budget submission. Payroll and financial reporting to the Team and the board.

Name: Kim Stetzer  
Job Title: Administrative Assistant  
Telephone Number/email Address: 715-743-5166 [Kim.Stetzer@co.clark.wi.us](mailto:Kim.Stetzer@co.clark.wi.us)

Brief Description of Duties: The Administrative assistant has the primary function of managing OAA administrative tasks. Provides receptions for the Aging Department, directs calls to the appropriate staff, and assists as needed with general office duties. Responsible for coordinating Nutrition Education, marketing, newsletters and events. Provides clerical and coordination assistance to the Nutrition program. Provides backup clerical support of all the operational needs of the agency.

Name: Lisa Waldhardt  
Job Title: Information and Assistance Administrative Specialist  
Telephone Number/email Address: 715-743-5286 [Lisa.Waldhardt@co.clark.wi.us](mailto:Lisa.Waldhardt@co.clark.wi.us)

Brief Description of Duties: Supports all the ADRC Specialist, Information and Assistance to the Public, resource connection, Marketing, Office management

Name: Hannah Quicker  
Job Title: ADRC/DCS Specialist  
Telephone Number/email Address: 715-743-5286 [Hannah.quicker@co.clark.wi.us](mailto:Hannah.quicker@co.clark.wi.us)

Name: Michelle Berdan  
Job Title: ADRC Specialist  
Telephone number/email address: 715-743-5251 [MichelleBerdan@co.clark.wi.us](mailto:MichelleBerdan@co.clark.wi.us)

Brief Description of Duties: ADRC Specialists obtain, assess, provide information to, and conduct options counseling for the general public; specifically, to the older adults, adults with physical disabilities, and adults with developmental disabilities, their families and caregivers. They complete Long Term Care Functional Screens assessments and enrollment counseling. Dementia Care screens, Dementia care Services

Name: Terri Esselman  
Job Title: Elder Benefit Specialist  
Phone number/email: 715-743-5146 [terri.esselman@co.clark.wi.us](mailto:terri.esselman@co.clark.wi.us)

Brief Description of duties: The Elder Benefit Specialist provides benefit related assistance to adults age 60 and older under the supervision of GWAAR legal counsel. Benefit assistance includes but are not limited to assistance with Medicare, Medicaid, other public benefits, supplement insurance, Med-D plans, disability applications and appeals, etc.

Name: Crystal Rueth  
Job Title: Disability Benefit Specialist  
Phone number/email: 715-743-5218

Brief description of duties: The Disability Benefit Specialist provides benefit related assistance to adults with developmental disabilities and adults with developmental disabilities age 17½ - 59 under the supervision of the Disability Rights Wisconsin legal counsel. Benefits include are not limited to Social Security Disability claims and appeals, Medicare, Medicaid, and other public benefits.

Name: Regular part time:, Sharon Baures, Mary Degenhardt, Relief Coordinators: Corey Ellenbecker Luanne Meyer & Tami Fahser

Job Title: Nutrition Center Coordinators  
Phone number/email: Office: 715-743-5166  
Sharon: [HDMSouth@co.clark.wi.us](mailto:HDMSouth@co.clark.wi.us) and Mary: [HDMNorth@co.clark.wi.us](mailto:HDMNorth@co.clark.wi.us)

Coordination of Home Delivered Meal packaging and distribution, Serve meals oversee congregate activities at Congregate dining sites.

Name: Regular part time: Lenny Baures, Steve Buchanan, Lenny Baures Judy Uhlig, Chuck Hare, Rick Sowieja, Tami/ Fahser, Don Drinka

Job Title: Van Drivers  
Phone numbers: 715-743-5166

Brief description of duties: The Van Drivers are responsible to transporting contracted food (bulk) from the contractor to the Nutrition Center, delivering meals to the homebound, transporting people and supplies as needed, and other duties as needed.

## Aging Unit Coordination with ADRCs

In Clark County, the ADRC and Aging Unit are one integrated entity under the umbrella of the ADRC. The ADRC is an independent department within the County system therefore the ADRC Board services as an advisory and decision-making board. The ADRC Governing Board also meets the requirements and fulfills the role as the Aging Advisory Committee. ADRC and Aging program staff all work together in the same office with no distinction between who is working for Aging or who is working for the ADRC. All staff consider themselves to be ADRC staff and refer to the office as the ADRC of Clark County.

## Statutory Requirements for the Structure of the Aging Unit

[Chapter 46.82 of the Wisconsin Statutes](#) sets certain legal requirements for aging units. Consider if the county or tribe is in compliance with the law. If the aging unit is part of an ADRC the requirements of [46.82](#) still apply.

<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 Aging:</b> The law permits one of three options. Which of the following permissible options has the county chosen?	<b>Check One</b>
For an aging 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 aging 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 aging 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 Aging Director:</b> The law requires that the aging unit have a full-time director as described below. Does the county have a full-time aging director as required by law?	<b>Circle One</b> Yes
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**Role of the Policy-Making Body**

See Appendix C

**Membership of the Policy-Making Body**

The commission is the policy making entity for aging services (46.82 (4) (a) (1)) and an aging advisory committee is not the commission. List the membership of the aging unit’s policy-making body using the template provided below and include in the body of the aging plan. There are term limits for the membership of the policy-making body.

<b>Official Name of the County Aging Unit’s Policy-Making Body (list below)</b>			
<b>AGING &amp; DISABILITY RESOURCE CENTER GOVERNING BOARD</b>			
<b>Name</b>	<b>Age 60 and Older</b>	<b>Elected Official</b>	<b>Year First Term Began</b>
<b>Chairperson: Tom Bobrofsky</b>	X	X	<b>2023</b>
<b>Roy Tyznik</b>	X	X	<b>2024</b>
<b>Leonard Stoecker</b>	X	X	<b>2024</b>
<b>James Bryan (Older Adults)</b>	X		<b>2024</b>
<b>Natalie Erpenbach (Older Adults)</b>	X		<b>2024</b>
<b>Marsha Martens, (Older Adults)</b>	X		<b>2023</b>
<b>Len Lipinski (Adults ID/DD)</b>	X		<b>2019</b>
<b>Jean Ketterhagen (Adults ID/DD)</b>	X		<b>2019</b>



## Budget

The aging unit is required to submit an annual budget to the AAA using a budget worksheet approved by BADR. Final budgets are to be submitted with the aging plan on November 2024. Due dates for annual aging unit budgets for CY 2023 and 2024 will be determined in cooperation with the AAAs and BADR and communicated with aging units when the dates are set.

	Title III Federal Contract Expenses	Other Federal Contract Expenses	Cash Match Expenses	Other Federal Expenses	Other State Expenses	Other Local Expenses	Program Income Expenses	Total Cash Expenses	In-Kind Match Allocations	Grand Total
Supportive Services	\$ 37,514.00	\$ -	\$ 64,515.00	\$ -	\$ -	\$ -	\$ 6,210.00	\$ 108,239.00	\$ 13,500.00	\$ 121,739.00
Congregate Nutrition Services	\$ 132,397.00	\$ -	\$ 58,925.00	\$ -	\$ -	\$ -	\$ 22,000.00	\$ 213,322.00	\$ 18,000.00	\$ 231,322.00
Home Delivered Nutrition Services	\$ 38,078.00	\$ 18,851.00	\$ 485,760.00	\$ -	\$ 8,412.00	\$ -	\$ 110,000.00	\$ 661,101.00	\$ -	\$ 661,101.00
Health Promotion Services	\$ 4,323.00	\$ -	\$ 100.00	\$ -	\$ -	\$ -	\$ 190.00	\$ 4,613.00	\$ 2,500.00	\$ 7,113.00
Caregiver Services - 60+	\$ 18,794.00	\$ -	\$ 6,265.00	\$ -	\$ -	\$ -	\$ -	\$ 25,059.00	\$ -	\$ 25,059.00
Caregiver Services - Underage	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Legal Services (EBS)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Alzheimer's	\$ -	\$ -	\$ -	\$ -	\$ 17,522.00	\$ -	\$ -	\$ 17,522.00	\$ -	\$ 17,522.00
Elder Abuse	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Grand Total</b>	<b>\$ 231,106.00</b>	<b>\$ 18,851.00</b>	<b>\$ 615,565.00</b>	<b>\$ -</b>	<b>\$ 25,934.00</b>	<b>\$ -</b>	<b>\$ 138,400.00</b>	<b>\$ 1,029,856.00</b>	<b>\$ 34,000.00</b>	<b>\$ 1,063,856.00</b>

## Verification of intent

### Verification of intent

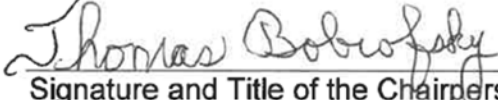
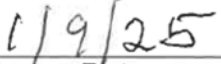


The purpose of the verification of intent is to show that county government has approved the plan. It further signifies the commitment of county government to carry out the plan. Copies of approval documents must be available in the offices of the aging unit. Use the template provided below and insert a signed copy of it in the aging plan.

### Signed verification of intent

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 area agency on aging for approval.

In the case of multi-county aging units, the verification page must be signed by the representatives, board chairpersons, and commission on aging chairpersons, of all participating counties.

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

	
Signature and Title of the Chairperson of the Commission on Aging	Date
	
Signature and Title of the Authorized County Board Representative	Date

**Assurances**

**Compliance with Federal and State Laws and Regulations for 2025–2027**

On behalf of the county or tribal nation, we certify

Aging & Disability Resource Center of Clark County  
(Give the full name of the county or tribal aging unit)

has reviewed the appendix to the county or tribal aging plan entitled Assurances of Compliance with Federal and State Laws and Regulations for 2025–2027. We assure that the activities identified in this plan will be carried out to the best of the ability of the county or tribal nation in compliance with the federal and state laws and regulations listed in the Assurances of Compliance with Federal and State Laws and Regulations for 2025–2027.

Thomas Bobrofsky 11/09/25  
Signature and Title of the Chairperson of the Commission on Aging Date

[Signature] 1-9-25  
Signature and Title of the Authorized County or Tribal Board Representative Date

**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

Appendix A: Community Engagement Reports

Appendix B: Public Hearing Report



## Appendix A: Community Engagement Report

Complete one worksheet for each separate method used to elicit input from the community. i.e. 12 interviews conducted can be compiled on one sheet. At least two methods must be used.

<b>Your County or Tribe:</b> Clark County	<b>Date/s of Event or Effort:</b> March – May 2024
<b>Target audience(s):</b> ADRC Governing Board, community members, Caregivers, Older Adults 60+	<b>Number of Participants/ Respondents:</b> 30+
<p><b>Describe the method used including partners and outreach done to solicit responses:</b></p> <p>ADRC Governing Board (9): Clark County ADRC Governing board also serves as advisory board. We reviewed drafted goals as an agenda item to allow for the opportunity to give feedback and suggestions on drafted goals</p> <p>Individual interviews with 60+ (30 individuals): Met with small groups of Older Adults to include, newsletter volunteer time and card playing day to discuss questions from the ADRC 2021 Survey.</p>	
<p><b>Describe how the information collected was used to develop the plan:</b></p> <p>The information we received are reviewed and data collected to determine what programs and services will best address what people in the community find interest and meet a need.</p>	

**What were the key takeaways/findings from the outreach?**

ADRC Governing Board (9) reviewed goals and had opportunity to give feedback and suggestions on drafted goals. Positive discussion on meal site opportunities, community education opportunities, and reinventing program and services.

Individual interviews with 60+ (20 individuals) One on one conversations using survey questions as a guide to determine what was important to people; what works and does not work and what fears people may have in aging. Most commented that like to do what they want to do, when they want to do it. Also strongly emphasized was that “I do not want to do the same thing every day and I want to do all I can in my last years”. People verbalized that they strongly value maintaining their independence and exercise of choice. Other themes included a desire to self-educate on healthy living, learning new skills and having something to do. The top fears included loss of independence and isolation.

## Community Engagement Report

*Complete one worksheet for each separate method used to elicit input from the community. i.e. 12 interviews conducted can be compiled on one sheet. At least two methods must be used.*

<b>Your County or Tribe:</b> Clark County	<b>Date/s of Event or Effort:</b> March – May 2024
<b>Target audience(s):</b> Clark County Community members	<b>Number of Participants/ Respondents:</b> 189+

**Describe the method used including partners and outreach done to solicit responses:**

Collaborating with UW of Madison to develop a survey that offered both written and online electronic survey option. Paper copies provided in all departments within the courthouse, transportation services, Congregate Dining, Home Delivered participants, Pharmacies and newsletters. On-line option links provided in newsletters, on fb, email by request and website.

**Describe how the information collected was used to develop the plan:**

UW Madison entered paper formatted surveys and compiled the data with the electronic surveys that were submitted and ranked what was most important to people, what their top fears are in regards to aging. We looked at how people preferred to get their information to determine where we may have gaps in services to ensure broader and more accessible service delivery.

**What were the key takeaways/findings from the outreach?**

Survey participation doubled from 2021 to 2024 with a much higher percentage reporting they are very confident and somewhat confident on what the ADRC does. This result tells us that marketing efforts are increasing exposure to the community.

The top fear for older Adults was what supports are available as they experience health decline. Many were worried about their financial ability to manage their lifestyle and health care with their retirement, and who would help care for them as health may decline. Isolation was also a top concern, being alone and not having access to friends and family.

Activities was a top interest. Doing exercise, attending an event, being part of activities where there have friends and family.

Clark County 2022-2024 goals developed with a focus on ease of access, diversity, self-directed and choice. People are vocal about the importance of maintaining control over their lives, choosing what services they want to access and the vendors they use to provide services. While this was mostly successful demonstrated by the increase in utilization of the ADRC Programs and in some cases causing a wait time to receive services. For 2025-2027 the focus will be more on prioritization processes and practices to ensure we are able to serve those with the most needs and highest risks.

## Appendix B: Public Hearing Report

Completed report, copy of hearing notice, and copy of actual comments taken during the hearing should be placed in the appendices of the aging plan.

<b>Date of Hearing:</b> November 19, 2024	<b>County or Tribe:</b> Clark
<b>Location of Hearing:</b> Greenwood  Clark County Courthouse	<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>  517 Court Street, Auditorium  Neillsville, WI 54456	
<b>Number of Attendees:</b> 9	

### Public Notice:

- Official public notification began at least 2 weeks prior? Date: November 6, 2024
- Notice must be posted** in a local/online newspaper, nutrition sites and senior centers plus at least one more avenue
  - \*Print/online newspaper:** Clark County Press & Owen Enterprise
  - \*Nutrition sites**
  - \*Senior centers**
  - Newsletter, radio, TV, social media
  - Sent to partner agencies/individuals
  - Other \_\_\_\_\_
- Notifications include
  - Date
  - Time
  - Location
  - Subject of hearing
  - Location and hours that the plan is available for examination
- Where appropriate, notice was made available in languages other than English
- A copy of the notice is included with this report

**Summary of Comments:**

**9 Participants attended from the public 8 age 60+ 1 less than 60**

Nutrition comments: Positive feedback regarding café 60. Requested that Clark County look for additional restaurants to offer the program. Liked the prioritization process ensuring person centered planning and being able to maintain and sustain home delivered meals to the entire county.

Request that the ADRC look at outreach to those who are Developmentally disabled and have retired. Stated there are a couple of individuals that retired from community based programs that are seen in towns wandering and going and sitting in local businesses due to lack of things to do. Will work with Programs for DD to determine what education could be offered.

Reviewed Caregiver goals. Comments: positive feedback on setting up prioritization process to ensure grants are going to those most in need.

Supportive Services comments: Asked questions about how to access programs. Commented that they like the increased information on facebook and would like more. They are seeing more programs that they were not aware the ADRC had available to the community.

**Changes made to your plan as a result of the input received:**

Director explained processes and answered questions to satisfaction. No changes to goals. It was apparent from the comments and questions that more outreach needs to occur which is part of the 2025-2027 plan in order for people to know what the ADRC has to offer in service provision.



Statement No. 151055  
 Statement Date 11/30/2024  
 Account No. 109299

**Banner Journal, Clark County Press, The Shopper  
 Trempealeau County Times, The Arrow Shopper**

bill-to

**ADRC OF CLARK COUNTY**  
 ATTN:  
 517 COURT ST., ROOM 201  
 NEILLSVILLE, WI 54456

please remit payment to

**FINGER PUBLISHING, INC.**  
 409 East Main Street  
 Black River Falls, WI 54615  
 Questions? Call us at 715.284.4304

**open invoices**

Invoice Date	Invoice No.	PO No.	Description	Amount	Balance
11/13/2024	BRF249960		PUBLIC NOTICE	26.83	26.83

**aging summary**

0 - 30	31 - 60	61 - 90	91 - 120	121+	Cash on Account	Total Due
26.83	0.00	0.00	0.00	0.00	0.00	\$ 26.83

This amount is due and payable within 28 days of receipt.  
 A finance charge of 1.5% per month will be charged on all unpaid balances (18% annual rate).

customer	account number	statement date	amount due
ADRC OF CLARK COUNTY	109299	11/30/2024	\$ 26.83

**REMEMBER: DETACH AT DOTTED LINE AND RETURN WITH REMITTANCE FOR PROPER CREDIT**

**SEND PAYMENT TO**  
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**PAYMENT AMOUNT ENCLOSED**



**Affidavit of Publication**

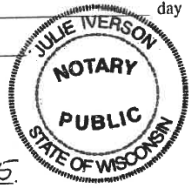
STATE OF WISCONSIN }  
County of Clark } ss.

Cheryl Breheim, being duly sworn on oath,  
says that she is a Bookkeeper for The Clark County Press, a weekly  
newspaper of general circulation published at the City of Neillsville, in Clark  
County and State of Wisconsin, that a notice of which a printed copy is here-to  
attached, has been published in said newspaper once in each week for  
two consecutive weeks, commencing with the issue bearing  
date Nov. 6 A.D. 20<sup>24</sup>, and ending with the  
issue bearing date Nov. 13 A.D. 20<sup>24</sup>, and  
that said attached printed copy was taken from said newspaper.

Cheryl Breheim

Subscribed and sworn to before me this 13th day  
of November A.D. 20<sup>24</sup>

Julie Iverson  
Notary Public, Jackson County, Wisconsin



My Commission expires 2-2, 20<sup>25</sup>

Case # \_\_\_\_\_  
Cost \$ \_\_\_\_\_

Page 18 (Published in The Clark County Press Nov. 6 and 13, 2024.) Clark County Press WEDNESDAY, NOVEMBER 13, 2024

**PUBLIC NOTICE**  
There will be a public hearing on the 2024-2027  
Clark County Aging Plan on Tuesday, November 19,  
2024 at the Clark County Courthouse Auditorium, 517  
Court Street, Neillsville, at 10:00 a.m. on the first floor  
next to secured entrance.  
Aging programs and services play a major role in  
the health of our communities. Come and hear information  
on our plan on how best to provide the services  
that keep older people healthy and independent. Your  
feedback is important. Call the office additional information  
at 715-743-5166 or toll free 1-866-743-5144.  
WNAXLP



*“The Aging and Disability Resource Center of Clark County provides a single source for information and assistance for older adults, adults with disabilities, and their caregivers while supporting self-sufficiency, quality of life, and dignity.”*

**ADRC Governing Board Minutes  
November 21, 2024; 9:30 am  
Clark County Courthouse – Room 307**

**1. Call to Order**

Chairman Tom Bobrofsky called the meeting to order at 9:30 am.

**2. Roll Call**

Roll call was taken with the following committee members present:

Tom Bobrofsky, James Bryan, Natalie Erpenback (arrived 9:34 am), Len Lipinski, Leonard Stoecker, and Roy Tyznik

Attended Via Zoom: Marsha Martens (left at 10:45 am)

Absent: Jean Ketterhagen

**Others in Attendance**

Lynn Crothers, Lynne McDonald, Doreen Tyznik, Lisa Waldhart

**3. Minutes**

Motion made by Roy Tyznik and second by Len Lipinski to approve the Governing Board minutes from October 24, 2024.

Voice vote taken with all “aye”; motion carried.

**4. Financials**

The financial report was presented by Lynn Crothers.

Discussion was held over budgets in the coming years, expenses charged to the ADRC by the county,

Lynne McDonald reported on the transportation options that will be available after January 1, 2025.

Motion made by Natalie Erpenbach; second by Roy Tyznik to approve the financials.

Voice vote taken with all “aye”; motion carried.

**a. Update de-obligation/re-obligation**

At this time, no one has de-obligated so it appears that we will not receive funds.

## **5. ADRC Aging Plan 2025 – 2027**

The Public Hearing was held on Tuesday, November 19<sup>th</sup>. Several attendees with good discussion. The goals are not necessarily set in stone and can be changed.

A motion was made by Jim Bryan **To Submit the 2025-2027 Plan To GWAAR** and seconded by Roy Tyznik.

Voice vote taken with an all “aye”; motion carried.

## **6. Directors Report**

### **a. Supported Apartments**

Sunset Place Apartments in Neillsville is offering supported apartments, which is a great first step option for many older individuals we work with.

### **b. Café 60 Requests**

Lynn Crothers was approached regarding opening another Café 60 in Greenwood. Currently we are not able to take on another restaurant due to budget.

### **c. Emergency Preparedness Colby Library**

Currently have 18 of the slots filled. A flyer was given to each board member asking them to post in their community to help spread the word.

### **d. Owen Lunch & Learn**

The Lunch & Learn did not go over well in Owen. Crystal Walters from UW offered a Strong Bodies class at the center which added 3 individuals to the lunch on the day of Strong Bodies.

### **e. Christmas Boxes**

The Christmas boxes will be put together on December 17<sup>th</sup>. There has been donations coming in the mail to help cover the cost.

Len Lipinski shared a few ideas regarding raising money to help offset those that are not currently making a contribution for the nutrition programs.

## **7. Public Comment per Clark County Board of Supervisor’s rules**

No public comment.

## **8. Next meeting**

The next meeting will be held on December 10, 2024 at 9:30 am in the Auditorium.

## **9. Adjournment**

Motion by Len Lipinski; second by Roy Tyzniki to adjourn the meeting.  
The meeting was adjourned at 11:00 am.

Voice vote taken with all “aye”; motion carried.

Submitted by:  
Lisa Waldhart  
Administrative Assistant - Clark County ADRC