

Jackson County Plan on Aging 2019-2021



TABLE OF CONTENTS

1. [Verification of Intent](#)
2. [Executive Summary](#)
3. [Organization and Structure of the Aging Unit](#)
 - a. [Mission Statement and Description of the Aging Unit](#)
 - b. [Organizational Chart of the Aging Unit](#)
 - c. [Aging Unit Coordination with ADRCs](#)
 - d. [Statutory Requirements for the Structure of the Aging Unit](#)
 - e. [Membership of the Policy-Making Body](#)
 - f. [Membership of the Advisory Committee](#)
 - g. [Assessment Only - update the Commission on Aging and Aging Advisory membership](#)
4. [Context](#)
5. [Public Involvement in the Development of the County Aging Plan](#)
6. [Goals for the Plan Period](#)
 - a. [Assessment Only - National Family Caregiver Support Program](#)
7. [Coordination Between Titles III and VI](#)
9. [Compliance with Federal and State Laws and Regulations](#)
10. [Assurances](#)
11. [Appendices](#)

**Yellow Highlight indicates sections required for annual assessment*

2. Executive Summary

The Aging and Disability Resource Center of Jackson County administers funds under Title III of the Older Americans Act (OAA) of 1965, as amended, and is required to develop and plan for implementation of, upon Greater Wisconsin Agency for Aging Resources (GWAAR) approval, a County Plan in accordance with the OAA. Programming is developed for enhancing the lives and continued growth of our elder population, aged 60+, in a rural community.

The Jackson County 2019 – 2021 Aging Plan was developed with input from our resident seniors, their caregivers and area professionals, who work with older residents. Public listening sessions were held in the community to provide opportunity for the public to provide input. Notices were advertised to allow for maximum participation.

This plan expands and enhances the present services and implements new programs to meet the needs of older adults in Jackson County. We have identified and prepared a strategic process outlined for the next three years, to inform, educate, and promote these and other services available to our community.

The following are goals identified for this plan period to ensure the older adults in our community have access to the services available:

Advocacy Related Activities

- Hold advocacy sessions at our senior housing
- Host Senior Government Day
- Attend an Aging Empowerment Conference

The Elder Nutrition Program

- Host a “Cooking for One” session
- Utilize the GWAAR “Eat Well/Live Well” program
- Host presentation on “Oral Health and Malnutrition”

Services in Support of Caregivers

- Host a “Friday Facts on Caregiving”
- Host a Relaxation/Stress Relief Session for Caregivers
- Host a presentation and working session on the importance of journaling

Services to People with Dementia

- Host to viewings of “You’re Looking at Me Like I Live Here and I Don’t”
- Use the Dementia Friendly toolkit to create at Dementia Friendly office
- Host a Virtual Dementia Tour

Healthy Aging

- **Host a “Breakfast for Your Brain”**
- **Find and train 1 leader in WIHA evidence-based program “Walk with Ease”**
- **Host a session on the importance of Foot Care**

Local Priorities

- **Host a “Final Affairs” presentation**
- **Host a presentation on Older Adults and Scams**
- **Host World Elder Abuse Awareness Day – presentation on Silver Alert and SafeAssured IDs**

3. Organization and Structure of the Aging Unit 3-A Mission Statement and Description of the Aging Unit

On July 1, 2017, the Jackson County Aging Unit integrated with the Aging and Disability Resource Center (ADRC) of Jackson County, which at the same time, was reorganizing from a four-county consortium, formerly known as the Aging and Disability Resource Center of Western Wisconsin, back to a single county organization. The ADRC of Jackson County is governed under Jackson County Department of Health and Human Services (DHHS), which is advised by the Jackson County Aging & Disability Advisory Council and the Nutrition Advisory Committee.

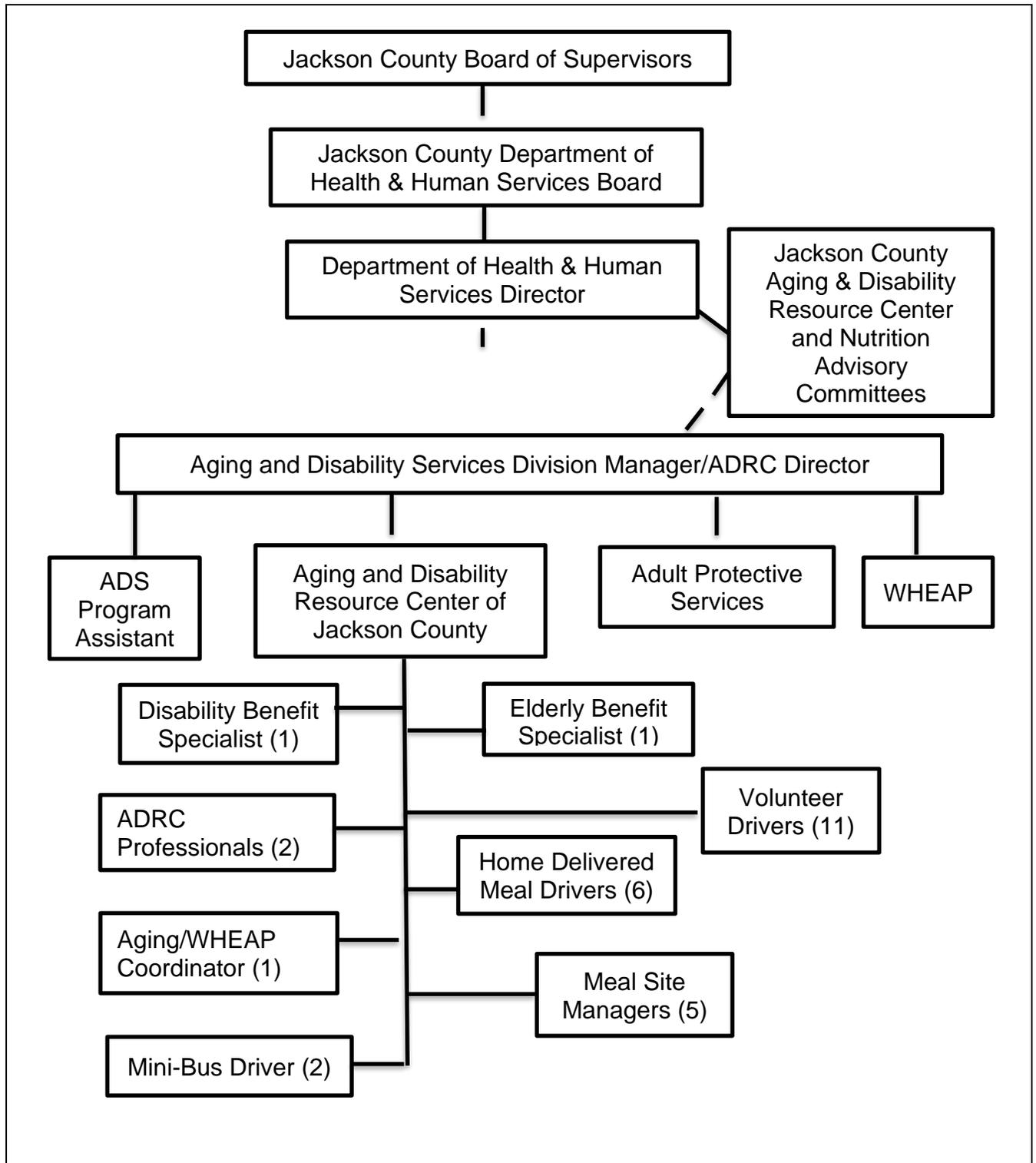
The ADRC is organized in the Aging and Disability Services (ADS) Unit of Jackson County. Also, part of the ADS unit, and not part of the ADRC or the Older Americans Act programs, is Adult Protective Services, Wisconsin Home Energy and Assistance Program (WHEAP) and other Jackson County public assistance programs: Salvation Army Vouchers and Goodwill vouchers.

Mission Statement: To provide older adults and people with physical or intellectual/developmental disabilities, with the resources needed to live with dignity and security and achieve maximum independence and quality of life. The goal of the ADRC of Jackson County is to empower individuals to make informed choices and to streamline access to the right and appropriate services and supports

Contact Information for the ADRC of Jackson County is as follows:

Angie Shafer, Manager
Jackson County DHHS
PO Box 457
420 Highway 54 West
Black River Falls, WI 54615
Phone: 715-284-3978
Fax: 715-284-7713
Email: Angie.Shafer@co.jackson.wi.us
Website: www.adrcjacksoncounty.org

3. Organization and Structure of the Aging Unit
3-B Organizational Chart of the Aging Unit



3. Organization and Structure of the County Aging Unit 3-C Aging Unit Coordination with ADRCs

The ADRC of Jackson County is a fully integrated ADRC and Aging Unit. All of the programs are fully merged to provide a comprehensive access point to programs, services and benefits for older adults, adults with disabilities, caregivers and professionals. The ADRC is part of the Aging and Disability Services Unit (ADS), which is one of three (3) unit divisions governed under Jackson County Department of Health and Human Services. The two (2) other units within the ADS are: Adult Protective Services (APS) and Wisconsin Home Energy and Assistance Program (WHEAP).

The APS and WHEAP are co-located with the ADRC to provide a system where all older adults 60+, adults 18-59 with disabilities, caregivers, professionals, and community partners can access services through one entry point.

The database used by the ADRC of Jackson County, for long term care services and referrals, is the state sponsored database, SAMS.

**3. Organization and Structure of the County Aging Unit
3-D Statutory Requirements for the Structure of the Aging Unit**

Chapter 46.82 of the Wisconsin Statutes sets certain legal requirements for aging units.

Organization: The law permits one of three options. Which of the following permissible options has the county chosen?	Check One
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).	
Organization of the Commission on Aging: The law permits one of three options. Which of the following permissible options has the county chosen?	Check One
1. 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
2. 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.	
3. 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.	
Full-Time Aging Director: 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?	Yes

3. Organization and Structure of the Aging Unit 3-E Membership of the Policy-Making Body

The commission is the policy making entity for aging services and an aging advisory committee is not the commission. Chapter 46.82 of the Wisconsin Statutes sets certain legal requirements for aging units.

“Members of a county/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. “In the case of county board/tribal council members, the requirement is 3 consecutive 2-year terms.

Official Name of the County Aging Unit’s Policy-Making Body (list below)			
Department of Health and Human Services Board			
Name	Age 60 and Older	Elected Official	Year First Term Began
Chairperson: Ron Carney	YES	YES	2004
Grady Gutknecht	YES	YES	2012
Michelle Greendeer-Rave	YES	YES	2018
Roger Stevens	YES	YES	2002
Melissa Bergerson	NO	NO	2014
Thomas Clark	YES	YES	2018
Curtis Redbird	NO	NO	2018
Joe Hunter	YES	NO	2012
Robert Perry	YES	NO	2017

3. Organization and Structure of the County Aging Unit 3-F Membership of the Advisory Committee

If the aging unit has an advisory committee, listed below are the members of the advisory committee. *An aging advisory committee is required if the commission (policy making body) does not follow the Elders Act requirements for elected officials, older adults and terms or if the commission (i.e. policy-making body) is a committee of the county board.*

Chapter 46.82 of the Wisconsin Statutes requires that the membership of the aging advisory committee (where applicable) must consist of at least 50% older people, and individuals who are elected to office may not constitute 50% or more of the membership.

Official Name of the County Aging Unit's Advisory Committee (list below)			
Jackson County Aging and Disability Resource Center Advisory Council			
Name	Age 60 and Older	Elected Official	Year First Term Began
Chairperson: Judy Sheppard	Yes	No	2014
Jill Kaphengst	Yes	No	2014
Elias Shamieh	No	No	2014
Deb DeGroot	Yes	No	2016
Joe Hunter	Yes	No	2016
Dorothy Will	Yes	No	2017
Karen Foust	Yes	No	2018
Michelle Greendeer-Rave	No	Yes	2018
Sarah Larkin	No	No	2018
Community Partner: Randy Bjerke – Jackson Cty CVSO			
Community Partner: Cheryl Padula – RSVP/WDL			

For assessment only – Please update the Commission on Aging and Aging Advisory membership and answer questions below.

<i>Please answer "Y" or "N"</i>	2019	2020	2021	Describe
Has the organization of the <i>Aging Unit</i> changed this past year?				
Has the organization of the <i>Commission on Aging</i> changed this past year?				
Does the aging unit have a full-time aging director?				
Is the membership of the Commission on Aging in Compliance?				

**3. Organization and Structure of the County Aging Unit
3-G Staff of the Aging Unit**

Listed below are the people employed by the County Aging Unit. Include additional pages as needed.

<p>Name: Angie Shafer Job Title: Manager – Aging & Disability Services Unit Telephone Number/email Address: 715-284-3978 Angie.Shafer@co.jackson.wi.us</p>
<p>Brief Description of Duties: Manages the Aging and Disability Services Unit, which includes the Aging and Disability Resource Center (ADRC), Wisconsin Home Energy Assistance Program (WHEAP) and Adult Protective Services (APS). Responsible for the leadership, development, administration and operation of programs and services offered by the Jackson County ADRC, in accordance with state and federal laws, rules, and regulations and to implement general policies set forth by the ADRC Board and Commission on Aging.</p>
<p>Name: Brooke Studebaker Job Title: ADS Program Assistant Telephone Number/email Address: 715-284-3978 Brooke.Studebaker@co.jackson.wi.us</p>
<p>Brief Description of Duties: Responsible for all incoming calls and initial point of contact for all ADRC consumers. Provides data entry support as needed for the ADS unit. Maintains resource guides and other materials, as needed, by collaborating with unit members. Maintains the ADRC website. Takes and prepares meeting minutes as distributes. Orders supplies and office materials.</p>
<p>Name: Pam Johnson Job Title: Elder Benefit Specialist Telephone Number/email Address: 715-284-3978 Pam.Johnson@co.jackson.wi.us</p>
<p>Brief Description of Duties: Provides benefits counseling and advocacy services for adults age 60 and older. Provides accurate information about public and private benefits, including assist with application and appeal procedures. Completes initial assessments for Home Delivered Meals; Home visits for WHEAP; Senior Farmer’s Markets Nutrition Program; Provides outreach in the Jackson County community.</p>
<p>Name: Mary Valentino Job Title: Disability Benefit Specialist Telephone Number/email Address: 715-284-3978 Mary.Valentino@co.jackson.wi.us</p>
<p>Brief Description of Duties: Provides benefit counseling and advocacy services for adults ages 18-59. Provides accurate information about public and private benefits, including assist with application and appeal procedures. Jackson County CCoT Committee member. Provides outreach in the Jackson County community.</p>
<p> </p>

<p>Name: Lynette Gates Job Title: Aging/WHEAP Coordinator Telephone Number/email Address: 715-284-3978 Lynette.Gates@co.jackson.wi.us</p>
<p>Brief Description of Duties: Coordinates the Transportation, Nutrition and Energy Assistance (WHEAP) programs. Responsible for coordinating the operation and assessments; determining program eligibility for services; providing coordination and assistance for specialized transportation; responsible for recruiting, training, scheduling and recognizing volunteers for all ADRC programs; responsible for coordinating evidence based training; all with the goal to assist seniors remain independent and provide program to improve their qualify of life. Provides outreach in Jackson County community.</p>
<p>Name: Rowena Nelson and Ellen Barum Job Title: ADRC Professional Telephone Number/email Address: 715-284-3978 Rowena.Nelson@co.jackson.wi.us, Ellen.Barum@co.jackson.wi.us</p>
<p>Brief Description of Duties: Provides information and assistance, long-term care option counseling, prevention and early intervention programs and advocacy to people age 60+, adults with physical and intellectual/developmental disabilities, young adults with disabilities transitioning into the adult service network, and their families and caregivers, and other professionals. Provides information and referral services to adults with mental illness and/or alcohol or other drug abuse. Continues to ensure safe and effective transfers for customers between care settings (i.e. hospital to home, nursing home to home, etc.). Provides outreach in Jackson County community, as appropriate.</p>
<p>Name: Judie Hale, Janice Hancock, Judy Jessie, Elaine Sawyer, and Shan Rose Job Title: Meal site worker Telephone Number/email Address: 715-284-3978 Lynette.Gates@co.jackson.wi.us</p>
<p>Brief Description of Duties: Performs daily meal site service at congregate meal sites to assist with facilitating the nutrition program</p>
<p>Name: Chuck Nibbe and Richard Waller Job Title: Mini-bus Driver Telephone Number/email Address: 715-284-3978 Lynette.Gates@co.jackson.wi.us</p>
<p>Brief Description of Duties: Drive county-owned vehicles providing specialized transportation services.</p>
<p>Name: James Bailey, Duane Beaser, Timothy Hopkins, Blaine Knutson, Howard Ripp, Barbara Schmidt, and Laura Thompson Job Title: Home Delivered Meal Driver Telephone Number/email Address: 715-284-3978 Lynette.Gates@co.jackson.wi.us</p>
<p>Brief Description of Duties: Responsible for delivering home delivered meals to homebound elderly and disabled.</p>

4. Context

The Aging and Disability Resource Center (ADRC) of Jackson County, Wisconsin is an integrated Aging Unit and ADRC. We are located in Black River Falls, the Jackson County Seat, which is located in West Central Wisconsin. Primarily rural, Black River Falls is also the largest community in the county. In addition to Black River Falls, there are five villages throughout Jackson County: Alma Center, Hixton, Melrose, Merrillan, and Taylor. In 2017, the estimated population was 20,566, as compared to the 2010 Census of 20,449.

Who are the current and future older persons?

The U.S Census Bureau estimates Jackson County's population to be approximately 20,529.

2017-2018 Demographic population of homes with people	60-year-old and over
households in Jackson County containing people over 60	
Total Population:	7,843
Population of homes with one or more people 60 years and over:	3,078
1-person household:	1,120
2-or-more-person household:	1,958
Family households:	1,832
Nonfamily households:	126
Population of homes with no people 60 years and over:	4,765
1-person household:	993
2-or-more-person household:	3,772
Family homes:	3,404
Nonfamily homes:	368

* Source: <https://suburbanstats.org/population/wisconsin/how-many-people-live-in-jackson-county>

What needs have been identified? Based on the listening sessions held at the senior housing units and surveys from the community, the following needs have been identified:

- ✚ Concerns regarding money
- ✚ Transportation
- ✚ Upkeep of their homes (inside & outside)
- ✚ Cost of living/finances
- ✚ Dementia
- ✚ Healthy Aging

How is the aging network organized to support older person in the county?

The Aging and ADRC merged into one unit, with a central reception area for all services. Calls are directed to the appropriate staff member, as indicated by their needs. Staff meetings are held on a regular basis to allow for communication between all employees. Our agency has one phone number, both local and toll free, to access our staff. The ADRC Advisory Committee and the Nutrition Advisory Committee meet monthly.

How are older persons supported by the Aging Unit and ADRC through programs and services?

As an integrated agency, the ADRC and Aging programs work together to provide seamless services and support to the Jackson County residents.

What are the critical issues/trends and future implications?

Critical issues continue to arise as the needs of the community change. Through surveys and hosting listening sessions in the community, many issues/challenges were identified by community members. Some of these include transportation, housing, health care coverage and affordability, meals/nutrition, elder abuse, self-care, socialization and cost of living.

What are the challenges for the Aging Unit?

Challenges with funding is always the major concern. There's typically not enough funding to meet the growing community needs. Meeting these needs is dependent on the funding received through state & federal funding, as well as private funding, to include donations. Expanding programs to support these growing needs is the focus of our agency efforts, which includes reaching out to community partners in an effort to collaborate efforts expand programs in the community to reach these goals set forth in this plan. Although small and rural, there is a strong sense of community in Jackson County, which is evident in the residents looking out for each other and assisting in our efforts to deliver services to meet their needs.

What are the resources and partnerships? (Describe how resources are shared and how partners interact to meet the needs of the older adults.)

The Aging Unit integrated with the ADRC in 2017, becoming the ADRC of Jackson County, a single county ADRC, following a 2009 change to become the ADRC of Western Wisconsin. The following, non-profit and for-profit organizations, continue to partner with the ADRC of Jackson County: Black River Memorial Hospital (Stepping-on), Ho Chunk Nation ("Unnamed Group"), Jackson County Public Health (Living Well with Chronic Conditions and Living Well with Diabetes), UW Extension (Caregiver Support and Powerful Tools), The Jackson County Veteran's Service Office, Jackson County Department of Health and Human Services, and the Lunda Community Center. These partnerships ensure we are able to continue providing programming in Jackson County. With the strategic focus of working with community partners, along with an increased focus on grant funding, the ADRC of Jackson County will have the ability to maintain programming and services that it provides to the community.

**Information sources U.S. Bureau of the Census.*

5. Public Involvement in the Development of the County Aging Plan

Please use the [Public Input Report form](#) to explain how you gathered information and ideas from the public prior to developing your plan. Attach completed forms to the plan.

- See attached completed forms

Before submitting the final plan to the Area Agency on Aging (AAA), the aging unit must conduct one or more public hearings on the draft plan. Please use the [Public Hearing Report form](#) to document your public hearings and attach forms to the plan.

6. Goals for the Plan Period

Progress notes to be completed during self-assessment process.

Aging Unit Plan Goals <i>(write at least one goal per focus area per year - add extra boxes as needed – put cursor to the left of the box and click the + sign)</i>	Progress Notes <i>(briefly summarize only those activities completed as of Dec. of each year)</i>	check if completed		
		2019	2020	2021
Focus Area 6-A. Advocacy Related Activities				
2019 – Through our recent listening sessions, the Senior Housing clients were interested in how to advocate for their rights and concerns. The ADRC of Jackson County will hold Advocacy Sessions at 2 Senior Housing Units during Older Americans Month May, 2019 – The “Who, What, Where, When, and Why of Advocacy” will be the title.				
2020 – In continued Advocacy efforts, 1 ADRC staff and 1 ADRC Advisory member will attend the annual Aging Empowerment Conference in 2020 to explore ways to advance self-determination as the foundation for providing support while empowering older people to retain control of their lives. The attendees will present information to other ADRC staff and ADRC Advisory Committee members after attendance of this annual conference by 8-1-20.				
2021 – As a county, we provide a Student Government for high school students to learn about local/county government offices, policy, and procedures. The ADRC of Jackson County will provide this opportunity to Jackson County Seniors as an overview/refresher of how local/county government is run. This will be hosted during Older Americans Month in May 2021 with a celebration of Older Americans following at the end of the day. At least 20 older adults will attend.				
Focus Area 6-B. The Elder Nutrition Program				
2019 – Nearly one third of older adults living outside nursing homes live alone. From our recent listening sessions there is a great interest in holding a “Cooking for One” session. The ADRC of Jackson County will host a session at the HUB/Lunda Community Center on healthy diet, planning ahead, freezing meals, and recipe conversions. These sessions will be held before October 31, 2019.				

<p>2020 – It is estimated that almost 50% of older Americans are malnourished and 30% of older adults admitted to the hospital arrive malnourished. To educate older adults and their caregivers about nutrient dense foods. The ADRC of Jackson County will use the GWAAR developed “Eat Well/Age Well” program at least quarterly in the calendar year 2020 at their Senior Dining Sites and with their Home Delivered Meal Clients. Materials cover topics such as Nutrient Density, Diet Variety, and Making Healthier Choices. Participants will be encouraged to complete the Weekly Challenges Calendar to help encourage lifestyle changes. Participants will indicate via survey that they have tried at least 1 of the recipes or participated in at least one of the weekly challenges.</p>				
<p>2021 – Oral Health and Malnutrition is a high concern for the 60 + population in Wisconsin. There is a high correlation that poor oral health contributes to malnutrition. The ADRC of Jackson County in collaboration with Jackson County Public Health will host a presentation at the Jackson County DHHS on why oral health is important and will provide oral health screenings to attendees. This session will be hosted prior to October 31, 2021 with a goal of at least 15 participants.</p>				
<p>Focus Area 6-C. Services in Support of Caregivers</p>				
<p>2019 – Through partnering with other County agencies and Community Partners we have a wide data base of contacts. In order to get more information out to the public on Caregiver Support and programming available, we will have “Friday Facts on Caregiving” for the month of November 2019. We will post a “fact” on each Friday about caregiving on our website and sent via email and ask that they return an email that they have read the fact to be entered in to a drawing each week and also allow the opportunity for them to ask questions about the caregiver fact/program. Our goal is to have at least 15 entries each week that have read the “fact” about caregiving.</p>				
<p>2020 – Jackson County has a Caregiver Support Group which meets at the Public Library the 1st and 3rd Wednesday of each month. Caregiver burnout is a concern with this group. The ADRC of Jackson County in coordination with UW Extension will host a Relaxation/Stress Relief Session during one of the support groups meeting dates for Caregivers by October 31, 2020.</p>				
<p>Jackson County Plan on Aging: 2019-2021 19</p>				

<p>Participants will complete a Pre and Post survey at the session to demonstrate an increased awareness on stress relievers.</p>				
<p>2021– It is often recommended for seniors to do some type of life journaling so that their stories can be continued to be shared with family and friends. The ADRC of Jackson County hosted a life journaling class previously but would like to expand this to a working session(s). We would host a short presentation on the importance of journaling, utilizing the “My Life Stories Across the Generations” materials from GWAAR, and then have a working session to get at least 5 seniors started on their own journals. We will host this session prior to October 31, 2021. This type of class will expand opportunities for people with memory loss to participate in a meaningful activity and provide opportunity to pass on information to the next generation. Will try to utilize retired teachers as volunteers to help people to get started on the journaling.</p>				
<p>Focus Area 6-D. Services to People with Dementia</p>				
<p>2019 – In Conjunction with the Black River Falls Public Library and the Alzheimer’s Association we will have 2 viewings of the Video “You’re Looking At Me Like I Live Here and I Don’t” prior to June 30, 2019. The first session will be for Community Partners during the day and the second session for the Community at large in early evening. A representative from the Alzheimer’s Association will be present for any questions and discussions after the viewing. This program will challenge our preconceptions of illness and aging.</p>				
<p>2020 – In 2018 the ADRC of Jackson County used the Dementia Friendly Toolkit to make the ADRC offices more dementia friendly. The Jackson County DHHS is in the process of expanding and remodeling and 1 ADRC staff will be on this work group committee. This ADRC member will use the Dementia Friendly Toolkit to be an active member of this work committee to advocate that any changes/expansions to the DHHS work environment be “Dementia Friendly”. This will be an ongoing work group until planning is completed through December 2020.</p>				

2021 – To give Jackson County residents an understanding of what having dementia is like the ADRC of Jackson County will host a Virtual Dementia Tour. As part of the session while awaiting tour times there will be opportunity for attendees to attend presentations and obtain information on Adaptive Equipment and Visual Impairment resources. Community partners will be invited to participate in this event such as Black River Memorial Hospital Occupational Therapy, Interfaith, and the Wisconsin Council for the Blind. This session will be hosted by October 31, 2021 with the goal of 20 attendees.

Focus Area 6-E. Healthy Aging

2019 – Breakfast is said to be the most important meal of the day. Why? The Jackson County ADRC will host a session at the HUB/Lunda Community Center on why breakfast is the most important meal of the day and serve a “Breakfast for Your Brain” that includes foods that promote brain health according to the MIND Diet to participants. Interactive activities will be facilitated. Resources and other tips for keeping your brain active will be distributed. This session will be held prior to October 31, 2019 with a minimum of 15 people in attendance. Participants will complete a Pre and post survey to demonstrate an increased knowledge of brain health.

2020 – Studies show that Walk with Ease reduces pain and discomfort of arthritis, increases balance and strength, and improves overall health. The Jackson County ADRC will recruit and train 1 leader in the WIHA Evidenced based program “Walk with Ease” and hold 1 session with at least 8 people attending by December 31, 2020.

2021 – According to the American Podiatric Medical Association (APMA), the average person will walk 75,000 miles by the age of 50. According to Foot.com, foot disorders are usually painful and reduce a senior’s mobility. The Jackson County ADRC in conjunction with Jackson County Public Health will host a session on the importance of Foot Care for Seniors. The session will cover the “Dirty Dozen” of Foot Problems, proper shoe wear, and tips for proper foot care. This session will be held prior to December 31, 2021 with a goal of 15 attendees.

Focus Area 6-F. Local Priorities

<p>2019 – The Jackson County ADRC will host a “Final Affairs” presentation prior to December 31, 2019 in conjunction with other community partners. Attendees will obtain knowledge on end-of-life issues, valuable information and practical advice from local professionals. The session could include topics such as burial trusts, VA benefits, Caregiver Resources, Legal Concerns, Financial Matters, and Hospice. Participation goal of 15 attendees.</p>				
<p>2020 – According to a survey by True Link Financial, older Americans are criminally defrauded of \$12.76 billion annually. The Jackson County ADRC in conjunction with a local community partner, who is part of the Jackson County I Team, will host a session at the HUB/Lunda Community Center on Older Adults and Scams in June, 2020 during Elder Abuse Awareness Month. Participation goal of 15 attendees.</p>				
<p>2021 – The ADRC of Jackson County in conjunction with the Jackson County I Team will host a World Abuse Awareness Day in June 2021. The presentation will be on the Silver Alert Program and using the SafeAssured ID for seniors. SafeAssured Id’s will be made by the Jackson County Sheriff’s Department for anyone wishing to have one. Participation Goal of 15 attendees.</p>				

For Assessment Only

Part IV: Progress on the Aging Unit Plan for Serving Older People – National Family Caregiver Support Program (NFCSP)

This section is not required for tribal aging units.

Minimum Service Requirements: *The minimum service requirements of NFCSP must be provided by the aging unit or contracted with another agency. Please indicate who provides these services.*

Service	Aging Unit (X)	Other Agency (please list)
Information to caregivers about available services		
Assistance to caregivers in gaining access to the services		
Individual counseling, support groups, and training to caregivers		
Respite care		

Supplemental services (e.g., transportation, assistive devices, home modifications, adaptive aids, emergency response systems, supplies, etc.)

Caregiver Coordination: *To ensure coordination of caregiver services in the county, the aging unit shall convene or be a member of a local family-caregiver coalition or coordinating committee with other local providers who currently provide support services to family caregivers.*

Does the aging unit belong to a local caregiver coalition?

YES NO

Name of Coalition: _____

If YES, please provide a brief update on coalition activities conducted each year.

If NO, please explain plan for compliance.

2019 Activities:

2020 Activities:

2021 Activities:

7. Coordination Between Titles III and VI

If the county includes part or all of a federally recognized tribe or is home to a significant population of tribal members, describe how the County and Tribal aging units will work together to coordinate and ensure the provision of services to tribal elders. Provide a narrative describing collaboration efforts and goals for each year of the plan.

Progress notes to be completed during self-assessment process.

Provide goals for each year of the plan.	Progress Notes	2019	2020	2021
2019 – The Ho Chunk Nation has new staff in their Aging Unit. The ADRC Manager will coordinator with new Tribal Aging Director for introduction and coordination of services between Jackson County ADRC and TAU by December 31, 2019. We will work on 1 actionable item identified at the meeting together.				
2020 – The Jackson County ADRC will participate in the Ho Chunk Nations Tribal Diabetes Fair and Healthy Aging Program Promotions each year of the plan. The goal is to have participation from each of the community represented.				
2021- Jackson County will host outreach at Ho Chunk Tribal Aging Offices for Energy Assistance information and services available each year of the plan. Goal is to have 10 participants attended this outreach to enroll in energy assistance.				

9. Compliance with Federal and State Laws and Regulations

On behalf of the county, we certify

Jackson County ADRC
(Give the full name of the county aging unit)

has reviewed the appendix to the county plan entitled Assurances of Compliance with Federal and State Laws and Regulations for 2016-2018. We assure that the activities identified in this plan will be carried out to the best of the ability of the tribe in compliance with the federal and state laws and regulations listed in the Assurances of Compliance with Federal and State Laws and Regulations for 2016-2018.

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

Ron Carney 10-17-2018
Signature and Title of the Authorized County Board Representative Date

10. Assurances

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. and apply 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

The applicant shall comply with all requirements of the Older Americans Act (PL 89-73).

Sec. 306(A), AREA PLANS

(2) Each area agency on aging shall 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.

(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; and

(4)(C) Each area agency on agency 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;

(9) Each area agency on aging shall provide assurances that 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 2000 in carrying out such a program under this title.

(11) Each area agency on aging shall 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)(A) Each area agency on aging shall provide assurances that the area agency on aging will maintain the integrity and public purpose of services provided, and service providers, under this title in all contractual and commercial relationships.

(13)(B) Each area agency on aging shall provide assurances that the area agency on aging will 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.

(13)(C) Each area agency on aging shall provide assurances that the area agency will 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.

(13)(D) Each area agency on aging shall provide assurances that the area agency will 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.

(13)(E) Each area agency on aging shall provide assurances that the area agency will, 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) Each area agency on aging shall 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;

18. Federal Regulations-

The applicant shall comply with all federal regulations (45 CFR 1321) governing Older Americans Act funds and programs.

19. 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.

RM Cunniff 10/17/2018
Signature of Authorized Representative Date

11. Appendices