

Updated October 2026

Please Note: Individuals are added and removed from this list frequently. Please call the ADRC for an updated copy if your list is more than 2-3 months old.



199 County Road DF
Juneau, WI 53039

Helping Hands
Contact: Melissa Mata, Helping Hand Coordinator
Email: adrc@co.dodge.wi.us | (920) 386-3580

This list includes private individuals who are willing to provide help with indoor chores, outdoor chores, and respite care. Criminal background checks from the Department of Justice website are conducted and workers are interviewed by the Helping Hand Coordinator. Civil cases are not screened. You may check civil cases on the Wisconsin Circuit Courts website: <https://wcca.wicourts.gov/index.xsl>. The workers included on the “Helping Hands at Home” list are **NOT employed NOR supervised by the ADRC.**

How to Hire a Worker – some things to keep in mind as you decide who to hire as a ‘helping hand’

- 1) **Trust your instincts!** Remember that this person will be coming into your home and you should never feel unsafe.
- 2) **Make a list.** Develop a list of exactly what jobs you want and an idea of how much you are willing to pay the individual.
- 3) **Start with a telephone interview.** Describe the jobs you have in mind and be clear about your expectations. Ask about hours and wages. Also, ask if there will be any extra costs (like mileage or gas). Ask them about their previous job experiences. During the call, do **NOT** give too much personal information – like your last name or address.
 - a. If you don’t think the individual is a good fit for you, it is NOT necessary to schedule a face-to-face interview.
 - b. If you are unable to get in contact with somebody on the list, please call the ADRC and let us know who you cannot get ahold of – we will do our best to determine why they cannot be reached.
- 4) **Schedule a time to interview.** It can be a good idea to have someone (like a neighbor or family member) with you during the interview. They will make you feel more comfortable and will be able to give you their perspective.
- 5) **The Interview.** Before the interview, make a list of questions. Here are some sample questions:
 - What days and hours are you available?
 - What is your experience?
 - What is your current employment situation?
 - What kinds of special training, if any, have you had?
 - What are your salary requirements? Is it negotiable?
 - Would you ever have any occasion to bring someone with you?
 - What do you like about this type of work?
 - Do you have reliable transportation?
 - What if you can’t be here at the agreed time?

- How flexible is your schedule?
- Would you agree to a trial period?

Some **signs of a problem** include:

- The assigned work is not done
- The worker comes late and/or leaves early
- The worker does not show up at the agreed time/day
- The worker stays longer than the agreed amount of work time
- Personal items are missing from your home
- You do not feel comfortable with the worker

****If at any time you feel unsafe or uncomfortable please contact the ADRC and we can help resolve the problem. 920-386-3580. ****

PLEASE NOTE:

- To protect individuals on oxygen or have other respiratory conditions, the list now includes if the worker or someone in their household smokes. This information is found in their listing.
- If you come across any of our Helping Hands workers who say that they are no longer participating in the program, please contact Melissa Mata at the ADRC at 920-386-3580.
- You will see a date next to each worker's name (for example 8/2026). This is the date the worker joined the Helping Hands at Home listing.
- Attached at the end of this list is a "Service Agreement". Feel free to use this to ensure you and your worker are on the same page as far as work, wage, hours, and payment.

Worker	Tasks	Service Area(s)
Fleischer, Keagen (10/2026) 920-583-0330 fleischerkeagen@gmail.com	Junk Removal, yard cleanups, house cleanouts, construction debris removal demolitions, appliance removal, residential moving, property maintenance, concrete pads, landscaping, snow removal, mulching, retaining walls	Allenton, Ashippun, Astico, Beaver Dam, Brownsville, Burnett, Clyman, Columbus, Fall River, Fox Lake, Hartford, Horicon, Hustisford, Iron Ridge, Ixonia, Juneau, Lebanon, Lomira, Lowell, Mayville, Neosho, Oakfield, Oconomowoc, Randolph, Reesville, Rubicon, Theresa, Waterloo, Watertown, Waupun, Woodland
Hackbarth, Sherry (10/2026) 920-925-3765	Companionship, shopping, meal preparation, housekeeping, laundry	Ashippun, Hustisford, Iron Ridge, Juneau, Lebanon, Neosho, Rubicon, Watertown
Johnson, Jill (9/2026) 920-253-183 Onthegoglam5@gmail.com	In-home haircuts, Shampoo and style, Beard trims and grooming, Brow, lip & chin waxing, Basic nail care	Ashippun, Astico, Beaver Dam, Burnett, Clyman, Columbus, Fall River, Fox Lake, Hartford, Horicon, Hustisford, Iron Ridge, Ixonia, Juneau, Lebanon, Lomira, Lowell, Mayville, Neosho, Oconomowoc, Randolph, Reeseville, Rubicon, Theresa, Waterloo, Watertown, Waupun
Miller, Marcel (9/2026) 920-318-6078 Marcelmarie408@gmail.com	Light cleaning, Transportation, Cooking, Bathing, Grooming, Overnight care	Beaver Dam, Horicon, Randolph, Waupun
Tew, Carla (9/2026) 920-397-8883 carlatew@outlook.com	Housekeeping, CNA, grocery shopping, cooking	Beaver Dam, Burnett, Clyman, Horicon, Juneau

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Trotta, Romana (9/2026) 920-889-1955 romanatrot@hotmail.com	Shopping, 1:1 Companionship	Beaver Dam, Juneau
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Service Agreement

This service agreement is between _____ and _____
(worker) (client)

On this date _____.

Services Provided:

- This worker agrees to perform the following tasks for this client: _____

- This worker and client agree the work will be completed on (i.e. first Monday of each month): _____

Payment:

- The worker will charge a fee of _____ per _____ (job/hour).
- This worker and client agree that this worker will be paid (i.e. on the date of service, monthly): _____

Non-payment:

If the client does not pay the worker for any reason, this worker will (i.e. terminate services, put services on hold until payment): _____

Worker Signature

Client Signature

Date

Date