

Minutes
Aging & Disability Resource Center of Central Wisconsin
November 10, 2011
Meeting Location: 220 3rd Avenue South Suite 1, Wis. Rapids WI

Members Present: Hilde Henkel, Jim Hampton, Pat McKinney-Rice, Jerry Burns, Bill Miller, Julie Webb, John Callahan, Bruce Giese, Bob Weaver, Joanne Leonard, Dan Sullivan, Mike Feirer and Sharon Rybacki.

Excused Board Members: Terri Sersch

Others Present: Linda Weitz, Steve Prell, Gary LaVake, and Ardyce Jones.

- 1) Call to Order
The meeting was called to order by Chairperson Hilde Henkel at 9:00 a.m.
- 2) Public Comments: None
- 3) Approval of Minutes:
A motion was made by Mike Feirer, seconded by Joanne Leonard, to approve the minutes of the October 13, 2011 meeting. Motion carried.
- 4) Executive Director's Report

Linda reported on the following items:

- a) We are advertising for a new citizen board member in the Tomahawk and Merrill (weekly) newspapers. Applications are available.
 - b) The Advisory Committee will be meeting in January and they will continue to focus on outreach. They will also be reviewing the physical space in each of our offices.
 - c) Each ADRC has now received their Long Term Care Enrollment Cap, as of 10/1/11 ADRC-CW's is 2,438 for 4 counties. This number doesn't change the way Sharon manages the waitlist.
 - d) The first annual caregiver retreat will be held on Friday, November 11 at the Stoney Creek, Grand Canyon Lodge from 12:30-4:30.
 - e) The Thanksgiving Holiday meal will be served at the dining sites in Antigo and Merrill on November 21, Wisconsin Rapids and Marshfield on November 22 and in Wausau on November 24. The sites in Wisconsin Rapids have received a generous donation again this year from Peter Konkol which covers the donation portion of the meal.
 - f) The Oliver heat-sealing machine packaging will be expanded to Lincoln and Langlade home delivered meals in November and December for the locations serving the most HDM in Merrill and Antigo areas.
- 5) Discussion/possible action – Board Term Limits

A discussion was held regarding the pros and cons of ADRC-CW board term limits. By having term limits, new members bring new ideas and also more people become knowledgeable of ADRC services and can effectively advocate. If term limits are eliminated, the board retains experienced members who understand the complexities of ADRC-CW services. Eliminating term limits would require changing the Intergovernmental agreements.

Bob Weaver made a motion to recommend to all 4 County Boards to eliminate the statement “A Representative’s term shall not exceed two (2) consecutive three (3) year terms.” from the current Intergovernmental agreement. The motion was seconded by Bill Miller. The motion carried with the majority voting “yes” and one “no” vote.

Linda will follow-up with contacting the appropriate parties in each county to move this action through all four counties.

6) Discussion/possible action – Letter in support of SNAC site for Pittsville

Linda explained that GWAAR has been supportive in expanding the SNAC program which is presently only being provided in Marathon County, but the State has been reluctant to approve expanding the program beyond Marathon County. The advisory committees recommended sending a letter to the State encouraging expansion to rural areas that could benefit from the program. A motion was made by Bruce Giese to revise the letter to include expanding the SNAC sites outside of Marathon County where appropriate (using Pittsville as an example) and send the letter to the State, seconded by Joanne Leonard. The motion carried unanimously.

7) Discussion – Advisory committee update

The Advisory committee will be meeting again in January and continuing their work on outreach. They will also be the eye of the consumer as they look at the current space in each office.

8) Monthly Fiscal Report

Steve reported there were no unusual expenditures in September. In October we did receive the reimbursement for the New Freedom (Transportation) grant from the first quarter of 2011. Therefore, the New Freedom grant is now completed. Steve noted the audit will be moved up to June next year which is the way it was previously. The board will receive the audit prior to approving the budget.

9) Discussion/possible action – Approval of 85.21 grant application

Any grant over \$5,000 must be approved by the Board. The 85.21 grant is for Wood County funding elderly and disabled transportation. The ADRC-CW, representing Wood County, will receive \$203,201 from the grant and Wood County would be required to provide the match. Lance Pliml, Wood County Board Chair, will be asked to authorize the letter of intent which also authorizes the match. The grant is due at the end of December. Mike Feirer made a motion to apply for the grant, seconded by John Callahan. The motion carried unanimously.

10) Discussion/possible action – RFP for Employee Leasing Services

Linda has prepared the RFP and is waiting for a review by Corp. Counsel Scott Corbett. She hopes to bring the RFP responses to the December meeting and have a contract in place by the end of the year.

11) Discussion/possible action – Approval of ADRC-CW Complaint & Grievance Procedure

The Board reviewed the changes made to the Complaint and Grievance Procedure as discussed at last month's meeting. Jim Hampton made a motion to approve the changes as written, seconded by Dan Sullivan. The motion carried unanimously.

12) Discussion/possible action – Lease for Wausau office

Linda brought additional information regarding the Wausau lease. North Central Health Care (NCHC) submitted information regarding the actual expenses which was shared with the board members. A discussion was held regarding equity between all of the counties. The board has not authorized any additional money to be spent on rent in the Wausau office at risk of reducing dollars needed for programs and services in all four counties. There is not enough information for the board to make any decision regarding the lease today. Further discussions will be held with Brad Karger and NCHC. Linda was directed to continue to explore options and that information will be brought to the December meeting.

13) Future Agenda Items & Location:

Wausau office lease and the survey for Linda's performance review.
Next meeting is in Wausau 9:00 a.m. on Thursday, December 8th.

14) Adjournment

Motion to adjourn was made by Jim Hampton, seconded by Bill Miller. Motion carried.
Meeting adjourned at 10:55 a.m.