

Minutes
Aging & Disability Resource Center of Central Wisconsin
Wausau Office
February 10, 2011

Board Members Present: Mike Feirer, Jerry Burns, Bill Miller, Julie Webb, Pat McKinney-Rice, Jim Hampton, Dan Sullivan, Jim Welch, Ken Crass, Sharon Rybacki

Excused Board Members: Terri Sersch, Hilde Henkel, Bob Weaver, Bruce Giese

Others present: Linda Weitz, Tracey Baken, Steve Prell, Erin Zastrow, Doug Below, Sharon Davisson, Jennifer Cummings

1. Call to Order

Meeting was called to order by Co-Chairperson Joanne Leonard at 9:00 a.m.

2. Public Comments

There were no public comments.

3. Approval of Minutes

Motion by Jerry Burns, second by Mike Feirer to approve the 1/13/11 meeting minutes.
Motion passed unanimously.

4. Executive Director's Report

Linda highlighted a few items within the report

- Included in your packet was an updated ADRC-CW Board Member contact list; however there was an error on it so there is a new one printed for you to take at the end of the meeting.
- The Lincoln County Board appointed a new representative to serve on the ADRC-CW Board. Bruce Giese was appointment, however he had a conflict with today's meeting, but we look forward to his involvement with the ADRC-CW Board.
- Included in your packet was an updated Organizational Chart of the ADRC-CW. This was a request of the Board to have an organizational chart with the names of all employees. The chart is also color coded to distinguish what office each person is located in.
- At the January meeting Linda informed the Board of the possibility of needing to find a new congregate meal site in Antigo because the Community Center building was sold to the Boys & Girls Club effective January 31st. Since that time the Boys & Girls Club gave the ADRC-CW notice on January 14th that the meal site could continue after February 1st with a charge of \$328/day. Doug Below and

Jennifer Cummings immediately began looking for an alternative site and were directed to speak with SS. Mary & Hyacinth Parish to utilize the church hall and it was decided and agreed upon at that meeting to move the meal site location to the church hall. Doug and Jennifer worked with other community partners to make this transition as quick and smooth as possible and as of February 1st the meal site is now located at the church hall. Linda apologized to the board about not keeping them apprised, but the time period between the location of a new site and the actual move was only three days. So far the move has been positive and everyone seems to enjoy the new setting.

- We are planning an Open House in each of the two new offices. They will be held on March 16th in Antigo and March 23rd in Merrill from 1-3 p.m. If there would be any board members interested in participating on those dates please let Linda know.
- We are also planning Volunteer recognition events in each service area sometime in April in conjunction with national Volunteer Recognition Month.
- Suggestion boxes have been placed in all five offices to give the consumers the opportunity to give their input on the ADRC-CW services.
- On February 28th the ADRC-CW WI Rapids office will host a Mobility Forum. This project is funded by the WI Dept of Transportation. Everyone interested in the transportation needs for seniors are encouraged to attend this form. This research will culminate in recommendations aimed at helping the state's transportation network better meet the mobility needs of older residents.
- The Home safety/senior home repair program has gotten some new referrals for the Lincoln and Langlade region.
- There was no Legislative update; however, we did receive a number of position papers on aging programs. You can pick those up at the end of the meeting to take with you and read at your leisure.

5. Advisory Committee Report

This is a standing agenda item. Their next meeting is scheduled for February 16th.

6. Monthly Fiscal Report - Steve Prell

We are continuing to work on closing out the books for 2010, which usually takes till mid March. At the April meeting the Board will receive an audited year-end financial statement. We are working with Lincoln and Langlade counties on some transition issues such as the amount of carryover each county had at the end of 2010.

7. Discussion/possible action – Approval of the General Aging Unit Self-Assessment

This is a follow-up to the Aging Plan. The Board reviewed the self-assessment information for submission by February 28th. Noted that Mike Feirer was omitted and Jerold Burns first name has two r's in it. This is a review of Wood and Marathon County activity. Next year will be filled out for all four counties. Board reviewed the rest of the

document and had no questions or other changes except for the name omission and spelling.

8. Discussion/possible action – Bank deposit sites

At the January meeting the Board was asked to approve the opening of an M&I bank account for three of our locations in which there is no US Bank. Marathon County is the fiscal agent for the agency and they had some questions about having an M&I account. Bill Miller did send a reminder email to Marathon County reminding them that we do have resolutions and MOU's in place to clarify Marathon County's role as fiscal agent. Marathon County is reviewing. We will wait to hear further.

9. Discussion/possible action – Contract negotiations committee

Current contract with union is done at the end of 2011. Bill Miller is on the Marathon County labor management council. All employees are under one bargaining unit. The Board will be kept informed.

10. Educational presentation – Long Term Care funding & role of the ADRC

Linda gave presentation on the Long-Term Care redesign in Wisconsin. Outline of presentation handed out and a glossary of terms that are used within the ADRC-CW.

11. Roll call vote to go into closed session pursuant to WI Statutes Section 19.85 (1) (c) to consider performance evaluation of a public employee over which the governmental body has jurisdiction or exercises responsibility, namely the Executive Director of the ADRC of Central Wisconsin

Motion by Ken Crass to go into closed session pursuant to WI Statutes Section 19.85 (1) (c) to consider performance evaluation of a public employee over which the governmental body has jurisdiction or exercises responsibility, namely the Executive Director of the ADRC of Central Wisconsin, second by Jerry Burns. Motion passed unanimously.

Roll call vote-Joanne Leonard (yes), Mike Feirer (yes), Pat McKinney-Rice (yes), Jerrold Burns (yes), Julie Webb (yes), Ken Crass (yes), Bill Mille (yes), Sharon Rybacki (yes), Jim Welch (yes), Dan Sullivan (yes), James Hampton (yes).

12. The Board may reconvene into open session and announce any actions taken during the closed session portion of the meeting

Board reconvened and stated the review was very positive.

13. Future Agenda Items & Location

Next meeting is Thursday, March 10th in Wausau.

1. Review the Board Policy regarding the Annual Executive Director Performance Evaluation.
2. Banking procedure.
3. Educational topic-functional screen assessment (Sharon Rybacki would like to help with this).

14. Adjournment

Motion by Jim Hampton, second by Pat McKinney-Rice to adjourn. Motion passed unanimously.

Meeting adjourned at 11:10 a.m.