

MINUTES
Aging & Disability Resource Center of Central Wisconsin
September 8, 2011
Meeting Location: 1225 Langlade Road; Antigo, WI

Board Members Present: Hilde Henkel, Jim Hampton, Julie Webb, Pat McKinney-Rice, Jerry Burns, Bill Miller, Terri Sersch, Bruce Giese, Bob Weaver, Joanne Leonard and Dan Sullivan (via video-conference in Wausau), Mike Feirer (via video-conference in Marshfield)

Excused Board Members: John Callahan, Sharon Rybacki
Note: Joanne Leonard excused at 10:30 a.m.

Others present: Linda Weitz, Steve Prell, Doug Below, Kathy Case

1. Call to Order

Meeting was called to order by Chairperson Hilde Henkel at 9:00 a.m.

2. Public Comments

There were no public comments.

3. Approval of Minutes

A motion by Bob Weaver, seconded by Mike Feirer, to approve the August 11, 2011, minutes. Motion carried.

4. Executive Director's Report

Linda announced that citizen board member Ken Crass passed away over the weekend. Linda mentioned how valuable Ken was as a member of the board. He brought a wealth of knowledge to us, as well as being a wonderful advocate for disabled and older adults. He will be missed.

5. Discussion/possible action – 2012 Budget

Linda gave a general overview of the 2012 Budget. She also provided the board with an update on the quality of the IT support services received from Lincoln County. The service has continued to be excellent and has saved the ADRC-CW many dollars by providing ideas for cost efficiencies.

Steve Prell then presented more detailed budget information. Some summary items Steve noted are listed.

- Personnel - There are no proposed changes to existing staff. All employees now contribute toward the WRS retirement account and more toward health insurance, which helped to keep personnel costs within our revenue. The 2012 budget assumes a 0% across-the-board cost of living increase for all staff, but does include step increases for staff in their early years of employment.
- Operating Expenses –Now that our department is no longer included in any county’s capital/IT equipment replacement schedule, we have budgeted office and IT equipment replacement costs for next year and have scheduled future costs. Hilde Henke questioned the increased costs by Marathon County to perform fiscal agent and HR services for us. Marathon County board members Bill Miller and Joanne Leonard will check into this matter and report back at the next meeting. Linda stated that Marathon County provides us with excellent service and the cost continues to be reasonable for the service we receive.
- Specific program areas – The 2012 Budget assumes a more conservative MA reimbursement %, due to the unknown impact of the Family Care enrollment cap on the type of work done by the Resource Specialists. Donations are down in the elderly nutrition program, and the 2012 budget reflects this change.

Hilde Henkel commented on the excellent job that Steve does in putting together now a four-county budget and presenting it.

Bill Miller moved to approve the 2012 Budget as presented. Pat McKinney-Rice seconded. Motion carried.

Bill Miller suggested that in regards to the audit, we demand an audit be completed no later than June 30 of the following year.

6. Discussion/possible action – Gemini Leasing Services

General discussion was held regarding the benefits of using an employee leasing service such as GeminiCares for all casual employees. GeminiCares will not hire the ADRC-CW casual transportation drivers, which account for 3-4 of our approximate 31 casual employees. A motion was made by Bob Weaver to bring back a contract for employee leasing service for board review after it has been reviewed by the Marathon County Corporation Counsel, Scott Corbett. Jerry Burns seconded the motion. Motion carried.

7. Discussion/possible action – Closing Pittsville Congregate Meal Site

Motion was made by Bruce Giese to close the Pittsville Congregate Meal Site. Bill Miller seconded. Motion carried.

8. Advisory Committee Report – SharePoint information exchange

Linda reported there are 3 new members on the Committee. We also have recently purchased a software package that will increase communication between advisory committee members, board members, and ADRC-CW staff.

9. Report – Executive Director’s progress toward goals

Referred to report in packet – no discussion

10. Future Agenda Items and Location

The next meeting will be in Merrill on October 13 at 9:00 A.M.

Future agenda items: Gemini Contract for review and approval
2010 Audit
Board Term Limits

11. Adjournment

Motion by Bruce Giese, seconded by Julie Webb to adjourn the meeting. Motion carried.

Meeting adjourned at 11:00 A.M.