

MINUTES
Aging & Disability Resource Center of Central Wisconsin
Location: WI Rapids ADRC-CW Office Lakeview Conference Room

April 9, 2015

Board Members Present: Joanne Leonard, Doug Machon, Mike Feirer, Lawrence Lebal, Terri Serch, Bill Miller, James Hampton, Linda Weitz, Sharon Rybacki, Dick Hurlbert, Vern Cahak; Loretta Baughan, Jean Doty, and Carl Vander Sanden joined by videoconference.

Board Members Absent: Dan Sullivan

Others present: Steve Prell, Jessica Gaedtke, Mike Graper, Jennifer Cummings

1. **Call to Order** - The meeting was called to order at 9:30 am by Joanne Leonard.
2. **Public Comments** -
3. **Approval of Minutes from March 2015** - Dick Hurlbert made a motion to approve the minutes from March 12, 2015, and Doug Machon seconded. Motion carried.
4. **Discussion/possible action - Report from the Finance Committee** - Larry Lebal reviewed the discussion held by the Finance Committee. They continue to discuss the reserve policy and hope to have something ready for the board next month.
5. **Discussion/possible action – 2014 Year-end Fiscal Report – Steve Prell** - Steve reviewed the year-end unaudited fiscal report, documenting for the Board members the unused funds in each of the categories. He mentioned that the amount of funds that we can save from tax levy will be determined by the policy currently being written by the Finance Committee. The use of any other remaining funds balances is determined by the grants that provide the funds.
6. **Discussion/possible action – Budget Adjustments** - Steve reviewed the 2015 budget adjustments as outlined in the board packet. Bill Miller made a motion and Larry Lebal seconded the motion to approve the budget adjustments as presented. Motion carried.
7. **Discussion/possible action – Approval of \$5,000 Caregiver Grant** – Linda reviewed that this is a request that comes to the board each year, as a long-standing grant that we receive for Wood County caregiver services. These dollars are used for direct services for caregivers of those with dementia. A motion to approve was made by Mike Feirer and seconded by Dick Hurlbert. Motion carried.
8. **Discussion/possible action – Developing a New Contract for Casual Employees** - Due to the closure of the GeminiCares organization, the ADRC-CW needs to determine how to address the employment of the casual employees. For now, the casual employees that we have will be transitioned to Marathon County employment. Linda is looking for direction from the board regarding whether or not to seek another contract agency for these employees or to keep them as Marathon County employees. Doug Machon made a motion to have Linda research new contract agencies. Dick Hulbert seconded the motion. Motion carried.

9. **Discussion/possible action – Five Office Building Analysis** - Linda reviewed the analysis chart and descriptions included in the board packet and shared that if the time comes when we look at a new potential location, we would be able to use this same evaluation tool as an objective way to analyze the space. She advised the Board that she used the standards given to us by the ADRC state contract regarding our physical space needs. The Board asked about the rankings for public transit and were advised that although all sites have available busses, only Wausau has an official public transit system. Jim Hampton suggested that he would like to see a consensus of the group for the ranking. Joanne feels that it is an objective evaluation and that it is disconcerting that the Wausau location ranks lower than the other offices, yet it is our largest location. Mike Feirer made a motion to have Linda move forward to look at options for the Wausau office, including staying in the current location with renovations but also for new location options. Larry seconded the motion. Motion carried.

10. **Discussion/possible action – Wausau and Marshfield Building Updates** - As part of the discussion regarding the status of our space in the Wausau location, Bill Miller, Joanne Leonard, and Linda will set up a meeting with Brad Karger in Marathon County. Bill shared that the outstanding questions regarding the nursing home should be resolved at the next meeting of the CIP, which is on April 21st. Once that is decided, planning can continue for the rest of the NCHC complex.

Marshfield office - Mike Feirer shared he feels that the ADRC-CW should express definitive interest in the potential space in the Community Center. After discussion, the board directed Mike Feirer to communicate interest to the Marshfield City Council as long as the ADRC-CW is not locked into an agreement. Bill Miller asked if Linda to do an analysis of the proposed space using the space needs criteria tool.

11. **Education Item – MIPPA Outreach Plan – Mike Graper, MIPPA Outreach Specialist** - Mike Graper explained that the MIPPA program is targeted towards low income, rural Medicare recipients who might benefit from some of the Medicare cost-savings programs. Mike reviewed the plan that he has designed to address outreach to these areas. His goal is to reach participants that might qualify for the program and refer them to benefit specialists in our offices.

12. **Discussion/possible action – Governor’s Budget Update** – There is no much to update. A letter was sent to all local representatives and the Joint Finance Committee from the Board. Linda also signed on to the resolution from the Long Term Care Coalition on behalf of the Board. The Wisconsin Counties Association has place the ADRC issue as one of their top priorities. Legislators are becoming informed and it seems as if they are listening. Some of the ADRC-CW Board members have also written individual letters or have talked with legislators individually.

13. **Executive Director’s Report – Quarterly Progress Toward Overarching Goals, Dementia and Disability Workgroups** – Linda referenced the quarterly report included in the board packet that summarizes progress toward goals. Linda also mentioned that the volunteer events are scheduled and the dates are listed in the Board report. We have close to 400 volunteers in our organization and it is important to recognize their contributions.

14. **Adjournment** – Motion to adjourn was made by Bill Miller and seconded by Doug Machon. Meeting adjourned at 11:21am.