

Minutes
Aging & Disability Resource Center of Central Wisconsin
Wausau ADRC-CW Office; 1000 Lakeview Drive; Wausau WI 54403
February 9, 2012

Board Members Present: Jerry Burns, Larry Lebal, Dan Sullivan, Mike Feirer, Joanne Leonard, John Callahan, Jim Hampton, Pat McKinney-Rice, Sharon Rybacki, Bill Miller, Hilde Henkel, Terri Sersch, Bruce Giese, Video-conference Antigo office-Julie Webb

Excused Board Members: Bob Weaver

Others present: Linda Weitz; Tracey Baken; Steve Prell; Jennifer Cummings; Ronda James; and Michael Lotter, Marathon County Facilities & Capital Management Director

1. Call to Order

Meeting was called to order by Chairperson Hilde Henkel at 9:04 a.m.

2. Public Comments

There were no public comments.

3. Approval of Minutes

Motion by Jerry Burns, second by Jim Hampton to approve the 1/12/12 meeting minutes. Motion carried unanimously.

4. Executive Director's Report

Linda highlighted a few items within the report

- As mentioned last month Steve does not have a fiscal report for this month as he and his staff are working on finalizing 2011. Preliminary numbers look good. Transportation came out much better than expected.
- The Office on Aging replied to the letter requesting expansion of SNAC program and they are in the process of a full review of the Elderly Nutrition Program statewide and are looking to "Modernize" the program in order to be more responsive to consumer's needs and interests.
- The 2012 Resource Directories will be heading to print very soon. We had a workgroup working very hard on them to insure that the directories were as accurate as possible and address the needs of our regional customers.
- The Work Environment (WE) committee is looking to reorganize as a place where employees can provide input into policy and procedure development as well as offer another communication platform for the entire organization.
- Linda Weitz, Sharon Davisson and Jennifer Cummings met with a Social Worker from UW Family Practice. We look forward to a great new medical partnership.
- Linda gave a brief update on the status of the lifting of the Family Care/IRIS enrollment cap. The bill is working its way through the legislative process.

5. Discussion/possible action – Marathon County presentation of Draft Lease Policy

Michael Lotter, Marathon County Facilities & Capital Management Director brought the board a copy of the draft Marathon County Board Policy on Leasing County Facilities (handout given). Michael went through each section of the Policy. This will go to the Capital Improvement Committee on February 20th and then to the County Board in March. Marathon County's goal is to have a lease with the ADRC-CW in place by June or July.

6. Discussion/possible action – Wausau Lease

If Marathon County adopts the proposed lease policy, then the ADRC-CW can begin discussions with Marathon County regarding a lease. We have continued to pay rent to North Central Health Care at the current rental amount of \$101,000 per year until another lease is secured, either with Marathon County or with an outside landlord. We will continue to explore the costs associated with the other identified rental sites. Linda also got staff input and created a weighted "Building Needs" document. This document will determine a rated score for each option and will be helpful in negotiating a lease.

7. Discussion/possible action – Aging Unit Self-Assessment

Every two years the Aging & Disability Resource Center of Central Wisconsin has to put together an Aging plan and every year we have to put together a self-assessment. Included in the board packet is a copy of the Aging Unit Self-Assessment that Jennifer Cummings compiled which needs Board approval. The only change to the document is that Hilde Henkel can be changed to a "yes" for the Age 60 and older column. Motion by Mike Feirer to approve the Aging Unit Self-Assessment with the above change. Second by Dan Sullivan. Motion carried unanimously.

8. Discussion/possible action – Advisory Committee consumer surveys

The Advisory Committee members put together two surveys that they will be using to survey consumers in their respective communities. Both surveys were included in packet. The surveys will give the ADRC-CW some important information in the following three areas: 1. help in directing our marketing, 2. help in setting service priorities and 3. help in identifying improvements to the nutrition program. The information will be gathered and be brought back to the advisory committee and the Board. Also, the gathered information can be used by the volunteers to the Regional Long Term Care Advisory committee meeting on May 3rd. Linda asked the Board if they would be interested in gathering information for the Regional Long Term Care Advisory Committee regarding the Family Care and IRIS programs? Discussion took place regarding doing surveys. Sharon Rybacki felt that you don't get adequate information from surveys. Linda let the Board know if anyone was interested in conducting surveys to let her know.

9. Discussion/possible action – Volunteers for the Regional Long Term Care Advisory Committee meeting

So far, we have two volunteers, Sharon Rybacki and Julie Webb, for the May 3rd meeting of the Regional Long Term Care Advisory Committee. The ADRC-CW can have up to 5

volunteers. Next month Rhonda Lechner from the Office of Resource Center Development will be here to ask for the names of the volunteers from our Board.

10. Discussion/possible action – Update on Changes to Intergovernmental Agreement

Since the last Board meeting, Linda drafted an informational memo that went to all four counties, requesting information on the proper process for passage in each of the Member Counties. Linda also drafted a resolution and proposed “First Amendment to the Intergovernmental Agreement” and sent it to all four Corporation Counsels for their review. All Corporation Counsels have reviewed the changes and will be going to each County board next week for approval.

11. Bill Miller made motion 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 Jim Hampton. Motion carried unanimously.

Roll call vote-Hilde Henkel (yes), Joanne Leonard (yes), Mike Feirer (yes), Pat McKinney-Rice (yes), Jerry Burns (yes), Julie Webb (yes), Larry Lebal (yes), Terri Sersch (yes), Bruce Giese (yes), Bill Miller (yes), Sharon Rybacki (yes), John Callahan (yes), Dan Sullivan (yes), Jim Hampton (yes)

12. Motion to return to open session and possible announcements on any action taken during closed session

Happy to announce that Linda’s evaluation was completed and that she has continued to do a wonderful job. Board applauded her.

13. Future Agenda Items and Location

Next meeting will be Thursday, March 8th in Wausau.

Agenda items: Discussion of peer group surveys.

14. Adjournment

Motion by Bill Miller, second by Jerry Burns to adjourn. Motion carried unanimously. Meeting adjourned at 11:10 a.m.