

Minutes
Aging & Disability Resource Center of Central Wisconsin
Wausau ADRC-CW Office; 1000 Lakeview Drive; Wausau WI 54403
March 8, 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, Terri Sersch, Bob Weaver, and Julie Webb (Video-conference Antigo office)

Excused Board Members: Hilde Henkel and Bruce Giese

Others present: Linda Weitz, Tracey Baken, Steve Prell, Sharon Davisson, Heather Jones, Barb Resch (Video conference Antigo office), and Rhonda Lechner, Regional ADRC Quality Specialist with the Office of Resource Center Development

1. Call to Order

Meeting was called to order by Vice Chairperson Joanne Leonard at 9:01 a.m.

2. Public Comments

Sharon Rybacki wanted to inform the board that there is a new booklet printed to help students aged 14 and above and their parents plan for the future (schooling, working, etc.) beyond high school. Sharon contributed to this publication that is being printed by DPI and distributed to all middle and high schools. A sample booklet was taken to give to the ADRC-CW transition services team.

3. Approval of Minutes

Motion by Bill Miller, second by Mike Feirer to approve the 2/9/12 meeting minutes. Motion carried unanimously.

4. Executive Director's Report

Linda highlighted a few items within the report

- The amendment to the Intergovernmental Agreement was adopted by all four County Boards.
- A draft Marathon County lease policy was taken to the Marathon County Executive Committee and also the CIP Committee. On Monday it will be taken to the Finance Committee and to the full Marathon County Board in March. If the county-wide policy is approved, the ADRC-CW will begin discussions/negotiations with Marathon County regarding the Wausau office space.
- Linda talked with the Corporation Counsel from Lincoln County and the Finance Director from Langlade County to inform them of the potential lease with

Marathon County and whether either county would want to re-visit the cost of ADRC-CW space in county buildings.

- One of our Advisory Committee members, Gloria Oberneder, has resigned from the committee and we will be recruiting for a new member from Langlade County.
- The Advisory Committee has been conducting surveys in their respective communities and to date Linda has received 37 completed surveys. Once the information is compiled it will be brought back to the board in May.
- The new 2012 Resource Directories have arrived. A group of individuals worked very hard on these to make them as consistent as possible throughout the four counties.
- The enrollment cap for the Family Care/IRIS program is scheduled to be lifted. The legislation to enact this change is working its way through the legislative process. We do not know exactly when the legislation will be passed, but Sharon Davisson and the Resource Specialists have been working hard in preparation for the cap to be lifted.
- Volunteer recognition events are scheduled in all four counties. We welcome all board members to attend any of the events as this is a time to thank all those volunteers whose service is critical to the work of the ADRC-CW.

5. Discussion/possible action – Regional Long Term Care Advisory Committee

Rhonda Lechner, Regional Quality Specialist with the state Office for Resource Center Development, asked for volunteers from the board to serve on the Regional Long Term Care Advisory Committee, which will hold one meeting on May 3rd from 10-3 in Merrill. After Rhonda presented information on the statutory requirements and the charge for this committee, a discussion was held regarding who will receive the information gathered and what will be done with the results. Rhonda explained that the results will go to the state Long Term Care Council, other Department of Health Services staff, and eventually to the Secretary of the Department of Health Services. Sharon Rybacki, Julie Webb, Larry Lebal, John Callahan and Bob Weaver volunteered to serve on the Regional Long Term Care Advisory Committee and attend the meeting on May 3. Joanne Leonard suggested that if any of the board members would like any questions or comments taken to this meeting, they contact one of the five volunteers. A suggestion was given to Rhonda that results/feedback from each of the regional meetings be compiled separately, rather than lumped together statewide, to reflect the differences in each region.

6. Discussion/possible action – Marathon County policy on Citizen Board members' per diem

Due the results of a review the IRS performed in Marathon County, each citizen member of the ADRC-CW Board will be considered a Marathon County employee for reporting purposes, starting April 1st. The citizen board members will need to complete all forms to establish them as a Marathon County employee. The information will be sent to them in the mail.

7. Discussion/possible action – Budget Adjustments

Steve presented one small budget adjustment for 4th quarter. Motion by Bob Weaver, second by Jim Hampton to approve budget adjustment as presented. Motion carried unanimously.

8. Discussion/possible action – Monthly fiscal report

Steve presented the fiscal report for January. He reminded the board to keep in mind most of our revenue sources are on a reimbursement basis so revenue will lag behind the expenses in most areas. The fund balance information on the report is still what was budgeted last summer until 2011 is closed out. Motion by Bill Miller to approve fiscal report, second by Jerry Burns. Motion carried unanimously.

9. Discussion/possible action – Update on 2011 year-end report

Steve reported that they are still working on closing out the books for 2011. We will have some tax levy remaining from 2011 operations. This will be retained by ADRC-CW and each county's portion will be tracked separately. Nutrition will not have as much carryover (unspent donations) going into 2012 as had been anticipated in the 2012 budget. We will need to draw much less of the fund balance from the Wood County Transportation program than we had anticipated. The unaudited 2011 statements will be ready for review at the April meeting.

10. Discussion/possible action – Executive Director's Progress toward goals

Linda presented the format and first quarter's report regarding the progress of her goals that she set forth for the year. She reviewed the handout included in packet, which states the goal, what has already been done, action that needs to be completed, timeline & progress and the outcome.

11. Future Agenda Items and Location

Next meeting will be Thursday, April 12th in Antigo

Agenda items: Update on expansion of the SNAC program
Discussion of strategic planning process for board
Wausau Lease
Survey responses/input
Unaudited year-end fiscal report

12. Adjournment

Motion by Bill Miller, second by Jerry Burns to adjourn. Motion carried unanimously. Meeting adjourned at 10:44 a.m.