

MINUTES

Aging & Disability Resource Center of Central Wisconsin

Location: 1225 Langlade Road; Antigo WI 54409

April 12, 2012

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

Others present: Linda Weitz, Doug Below, Kathy Case, Dave Kennedy, Kathy Schultz, Barb Resch; Steve Prell (via video-conference in Wausau); Jennifer Cummings and Tiffany Hahn (via video-conference in Wisconsin Rapids)

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 Jerry Burns, seconded by Jim Hampton, to approve the March 8, 2012, minutes. Motion carried.

4. Executive Director's Report

Linda mentioned a few items within the report:

- We have established a new employee committee, the We Act Council. This council's primary charge is to give all employees opportunity for input and to make the decision-making process transparent. This is an advisory council only.
- We have recently had some personnel changes, as shown in the report. In addition to the changes listed, we have also hired Meagan Fandry, to fill the opening for the Resource Specialist in the Merrill Office. After looking at 2011, our staff retention rate is about 90%, which is pretty good in light of the many changes in 2011
- Long Term Care Update –The Family Care (FC) cap has been lifted and took effect 4/3/12.
- Volunteers Update – I would like to remind everyone about the upcoming recognition events. All board members are invited to attend. Here are the dates, locations and times:

May 1 (Tuesday) 12:30 lunch; Wausau: ADRC-CW Wellness Room, Wausau

May 11 (Friday) 8:30 Tomahawk/Merrill: Tomahawk Senior Center, Tomahawk

May 15 (Tuesday) 8:30 Antigo; Saint Mary/Saint Hyacinths Church, Antigo

May 22, (Tuesday) 8:30 Marshfield/Rapids: Centralia, Wisconsin Rapids

- Senior Home Safety Program is up and running. Sue Reetz is doing a great job.
- Our all staff employee and board “Celebration of Success” has been set for Wednesday, July 25, from 10:00 – 2:00, including lunch. It will be again be in Weston, as this is the most centrally located for employees.

Julie Webb wanted to note the excellent job that the ADRC has done with their functional screens.

5. 2011 End of Year Fiscal Report

Steve Prell presented the unaudited 2011 financial report (the final audit is not done until June or July). In Admin, we did not spend the entire tax levy from the four counties, as presented in the report. There was some discussion regarding the leftover levy and how it will be spent, also what approval was needed from the counties to spend it. The need for a policy was presented and discussed that this is something the board should be looking into this year. Steve noted that there are also some county specific funds. In 2012, these accounts will no longer be included in Admin and will be tracked separately on the second page of the Revenue and Expenditure report.

ADRC Specialists – Steve mentioned that this was particularly hard to budget for because of the addition of these new services in the two new counties, and some unspent funds had to be returned to the State. It was noted that grants will not be affected next year because of unspent funds.

Prevention – There were again funds remaining in this area, and they were added to the balance on hand from previous years.

Nutrition – There were unspent donations in both congregate and home delivered meals remaining from 2011. There are however, parameters as to how this money must be spent, and this was met. Linda mentioned that the total number of meals served by the ADRC in all four counties was

approximately 220,000. The number of meals served increased by 51% for 2011, which is quite remarkable.

6. Monthly Fiscal Report, February – Steve referred to the monthly report. There was no discussion on this report.
7. 2012 Budget Adjustments – The ADRC-CW 2012 Budget Adjustments Report was reviewed. A motion was made by Bob Weaver and seconded by Mike Feirer, to approve these adjustments as presented in this report. Motion carried.
8. Advisory Committee Report – The results of a survey done were presented. The need for transportation was noted as one of the biggest challenges; however, this result may have been influenced by the timing and locations of the respondents. Lack of transportation however, is a problem. It was noted that some people are hesitant to use public transportation, especially in rural areas where this may be foreign to seniors. Priority was placed on getting information to those in need.
It was noted that in the area of nutrition, that the word needs to get out that this is a program that is available to everyone over the age of 60; not just poor people or people who are unhealthy.

Sharon Rybacki addressed the issue of disabled clients not being surveyed. Linda said for this survey of community members, the advisory committee members did not gather a demographic whether the individual had a disability. Linda said that further surveys need to target the disabled population, either by assistance from local disability rights/advocacy/support groups or by other means. Julie Webb mentioned that she has surveys going to all Langlade County clients served by the Family Care/IRIS program to bring to the May 3 regional LTC advisory committee.

9. Wood County Transportation Update – The question regarding this program is whether it should remain with the regional ADRC-CW, or at a minimum, should some Wood County department be involved in the decision-making and approving of the budget. Linda has contacted Kathy Roetter, Wood County Director of Human Services, to discuss the transportation program. Kathy was going to bring it to one of her administrative team meetings at the beginning of April and then discuss further. A recommendation was made by the board to look at the possibility of moving the Wood County Transportation Program back to the county for oversight.
10. Wausau Lease Update – Marathon County will be the “landlord” and will be discussing a lease with the ADRC-CW.
11. SNAC Program Update – The Office of Aging has begun a statewide initiative of “modernizing” the elderly nutrition program and is asking for citizen

volunteers to work on this workgroup. When the Office on Aging had been approached about approval of the expansion of the SNAC program in other areas of the ADRC-CW region, the response was that the Office on Aging was first going to develop this workgroup. We will re-approach the Office after the workgroup gets started.

12. Strategic Planning – Linda will soon be beginning discussions with each of the service teams to provide a foundation for the organization’s strategic planning efforts. Strategic planning, if done right, is a huge initiative, but the board members agreed that this is very important to do. Joanne Leonard is interested in working on this planning.
13. Future Agenda Items and Location – The next meeting will be May 10th, in Merrill.
14. The meeting adjourned at 10:50 a.m. A motion was made by Mike Feirer and seconded by John Callahan. Motion carried.