

**AMENDED MINUTES**  
**Aging & Disability Resource Center of Central Wisconsin**  
**Location: Wausau ADRC-CW Office Lakeview Conf Rm**

**January 8, 2015**

**Board Members Present:** Doug Machon, Jim Hampton, Loretta Baughan, Bill Miller, Larry Lebal, Dan Sullivan, Terry Sersch; Julie Webb joined by videoconference from Antigo; Mike Feirer and Jean Doty joined by videoconference from Marshfield

**Board Members Absent:** Joanne Leonard, Vern Cahak, Dick Hurlbert, Carl Vander Sanden, Sharon Rybacki

**Others present:** Michael Lotter, Steve Prell, Mike Rhea, Jessica Gaedtke

1. **Call to Order** - The meeting was called to order at 9:00am by Jim Hampton.
2. **Public Comments** – Linda introduced Michael Lotter – Marathon County Director of Facilities and Capital Management.
3. **Approval of Minutes from November, 2014**  
A motion was made by Larry Lebal and seconded by Doug Machon to approve the November minutes. Motion carried.
4. **Executive Directors Report** –  
Linda gave a few highlights from the written report included in the board packet. The ADRC-CW received a MIPPA grant in the amount of \$60,000 over three years. This grant will cover the cost of a part-time staff member, whose position will be charged with increasing outreach to residents receiving Medicare, particularly in the outlying rural areas. The agency's new Mondopads, which will be used for videoconferencing, team meetings and public education, were delivered and are set up. The PALS (Physical Activity for Life for Seniors) research grant will have its first class starting in March. An intern will be starting with the agency, with the purpose of working on Central WI Disability Network initiative.
5. **Discussion/possible action – Report from the Finance Committee**  
Larry reported that there were 2 months of reviews to go through. The committee will be discussing the county tax reserves policy that needs to be developed.
6. **Discussion/possible action – Building Updates – Wausau and Marshfield**  
**Wausau** - Michael Lotter, Marathon County Director of Facilities and Capital Management, gave an update on the plans for the Marathon County NCHC complex, which is currently where the ADRC-CW Wausau offices are located. The project addressing the exterior of the building, replacing the roof and windows to eliminate the leaks, ranked the highest priority project in Marathon County for 2015. The RFP will go out soon, so work can be completed by the end of summer. Board members asked about the impact on employees and customers as the building shell is worked on. Michael thought it would be minimal, but there may be some employees who have to move temporarily. As far as any remodeling project for the ADRC-CW needs, Michael could not estimate a time that would be reviewed. There is a group looking at long term plans for the building. The pool study, which impacts the long-term building plans, will be released within a month. Michael indicated that we will know more about the potential changes and timeline for the space depending on the result of the pool study. Linda is hoping there is a resolution as to the ADRC-CW Wausau space needs in early 2015 as

she requested carry over dollars from the state to help fund any remodel/equipment needs for the Wausau office for this year.

**Marshfield** – The City of Marshfield is building a new library and is hoping to raise enough money to convert the existing library into an attached community center. Plans in the community center include space for the Marshfield ADRC-CW offices to be included. ADRC-CW Board Member and Marshfield City Council Member Mike Feirer indicated that the plans are moving along, funding is looking good and that the ADRC-CW will be slated to have adequate space. We should plan on the end of 2016 before the project is done. The ADRC-CW has been working with the architects to ensure the space fits our needs.

**7. Discussion/possible action – 2014 Accomplishments of Overarching Goals**

Linda reviewed the handout in the board packet regarding accomplishments of 2014 goals.

**8. Discussion/possible action – 2015 Overarching Goals**

Linda gave an overview of the overarching “big picture” goals and major initiatives for the year. The strategies outlined are big-picture as well. Linda included a work plan that lays out how we plan to accomplish the strategies and Linda will bring quarterly reports to the Board meetings regarding the progress towards those goals. Each manager has also developed an individual work plan for the smaller goals that will lead to the accomplishment of the larger goals.

**9. Discussion/possible action – 2015 ADRC-CW Board Meeting Schedule and Locations**

Doug Machon moved to approve the schedule as included in the board packet. Bill Miller seconded. Motion carried.

**10. Future Agenda Items & Locations**

The February meeting will be held on February 12 in Wausau. Agenda items will include a closed-session item for the annual Executive Director Performance Review. Loretta Baughan asked if we can include an update on serving customers with disabilities.

**11. Adjournment**

Meeting adjourned at 10 a.m.