

Board Meeting Minutes

Aging & Disability Resource Center of Central Wisconsin

Location: Wausau ADRC-CW boardroom, 2600 Stewart Avenue, Wausau, Wisconsin

December 13, 2018

Board members present: Chairman - Doug Machon, Vice-chairman – Jim Hampton, Mike Feirer, Will Hascall, Dona Schwichtenberg, Jean Doty, Danielle Yuska, Sharon Rybacki, Dora Gorski, Vern Cahak, Sandi Cihlar, Norbert Ashbeck, and Larry Lebal.

Board members excused: Dick Hurlbert, and Tim Buttke

Others present: Jonette Arms, Jennifer Cummings, Pa Thao, Ronda James, Mike Rhea, Steve Prell, Erin Wells, Angela Hansen, Ciara Schultz, Jennifer Clark, and Peggy Kurth.

1. Call to order:
 - a. Meeting was called to order by Chairman Doug Machon, at 9:30 am.
2. Public comments:
 - a. Vern Cahak shared an update on Dick Hurlbert and Jonette Arms passed on a get well card for the board to sign for Dick.
3. Discussion/possible action – Approval of Minutes:
 - a. November 8, 2018
 - i. No corrections.
 - ii. Motion to approve November 8, 2018 minutes by Dora Gorski, seconded by Mike Feirer. Motion carried, minutes approved.
4. Discussion/possible action – Report from the Finance Committee:
 - a. Larry Lebal presents the report.
 - i. Register corrections from the previous month.
 - ii. There will be a bit of a surplus from the county tax levies.
 - iii. Sandi Cihlar asked if the surplus needed to go back to the counties. Jim Hampton and Steve Prell confirmed the policy has restrictions on the dollar amounts required for returning monies to the counties and asking for an increase from the counties.
 - iv. Full report in board packet.
 - b. Motion to accept the report by Sandi Cihlar, seconded by Will Hascall. Motion carried, report accepted.
5. Discussion/possible action – Review of ADRC_CW Proposed First Amendment to the Intergovernmental Agreement re: items 4.02, 4.04, and Marathon County resolution #R-17-12, Dated February 28, 2012
 - a. Issue brought to the attention of the Executive Director by Jim Hampton.
 - i. Documentation from all four counties is now in possession of the ADRC-CW as the amendments were approved in 2012.
 - b. No action taken.
6. Discussion/possible action – Approval to accept, if funded, an \$8,000 mini-grant from the Wisconsin Institute for Healthy Aging (WIHA) to expand the number of leaders that teach healthy living programs.

7. Discussion/possible action – approval to accept if funded a \$20,000 grant from the Community Foundation of Northcentral Wisconsin to assist with supplementing the cost of two MOWs vehicles.
 - a. Items 6 and 7 addressed by the board together.
 - b. The opportunities to apply for these grants occurred after the last board meeting and were due prior to this board meeting. Prior approval from the board did not fit in the grants’ timeline.
 - c. Board chair, Doug Machon gave tentative approval via phone conversation, pending board review and approval.
 - i. The 2009 board policy regarding grant applications may lead to more timeline issues.
 - ii. The question is: Is the board okay with the board chair giving verbal approval pending the next available board meeting?
 - iii. The policy may need review.
 - d. Several board members discussed the specifics of the grant applications and the likelihood of the ADRC-CW being awarded the funds.
 - i. Sandi Cihlar, Will Hascall, and Dora Gorski expressed support for the work of the ADRC-CW and the collaboration efforts with community partners.
 - e. Motion to approve both grant applications by Mike Fierer, seconded by Jim Hampton. Motion carried, applications approved.
8. Discussion/possible action – Board Retreat/Training April 11, 2019, 11:30 am to 3:00 pm.
 - a. Alonzo Kelly Leadership will facilitate the retreat.
 - b. Dona Schwichtenberg and Will Hascall will not be able to attend.
 - c. No action taken.
9. Discussion/possible action – Setting 2019 board meeting schedule.
 - a. Meetings will remain the second Thursday of each month in the Wausau ADRC-CW office.
 - i. The board reserves the privilege of relocating the meeting to meet the needs of ADRC-CW business.
 - b. Agreement made by consensus.
10. Executive Director’s Report:
 - a. Jonette Arms presents highlights from the report.
 - i. Congratulations to the benefit specialists and Mike Rhea for a successful Medicare D open enrollment period.
 - ii. New staff member Kathleen Lambert to start December 17, 2018 in the Marshfield office.
 - iii. The maximum allocation for our caregiver reimbursement program was met. The team asked the State for additional funds and was awarded another \$8,700.
 - iv. The board engaged in a conversation regarding Project Lifesaver and the impact on Wood County.
 1. The Rescue Squad was not being used throughout the county so was eliminated by the exiting sheriff.
 - b. Full report in board packet

- c. No action taken.
- 11. Help Yourself to Better Health – Presented by ADRC-CW Community Health Educators
 - a. WIHA program provided as information and incentives to action for the board.
- 12. Future Agenda Items:
 - a. Review board policy: *Grant Application Policy*
 - b. Presentation of 2019 ADRC-CW goals.
 - c. Next meeting: January 10, 2019: Wausau ADRC-CW office, 2600 Stewart Avenue, Wausau Wisconsin.
- 13. Adjournment:
 - a. Meeting adjourned by Chairman, Doug Machon at 11:05 am.