

# AGING & DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN BOARD MEETING

Thursday, March 11, 2021  
9:30 A.M.

## MINUTES

1. Call to Order- Meeting called to order at 9:30am by Chairman, Tim Buttke
2. Roll Call Attendance - Board attendance taken by Angela Hansen
  - a. Board attendance: Tim Buttke, Sandi Cihlar, Norbert Ashbeck, Dora Gorski, Danielle Yuska, Mike Feirer, Bill Clendening, Will Hascall, Doug Machon, Jim Hampton, Doug Curler, Carol Feller-Gottard, Danielle Yuska, Dona Schwichtenberg
  - b. Staff in attendance: Jonette Arms, Megan Fandrey, Steve Prell, Jen Clark, Mike Rhea, Jennifer Cummings, Erin Wells, Felicia Gardner, Kim Isakson, Angela Hansen, Scott Seeger, Amy Vetter, Barb Hartwig, Kacie Niemuth, Kit Ruesch, Steve Prell, Peggy Kurth, Jenae Belmas, David, Cha
  - c. Other attendees: Yee Xiong, Dr. Kathy Meyer, Carol Krochalk, Dennis Rittenberg, Arlene Meyer
  - d. Board members excused: Sharon Rybacki
3. Public Comments -
  - a. Bill Clendening requested that someone from the Finance Committee attend the Wood County Board Legislative Committee meeting with him in April.
  - b. Bill Clendening disagreed with having a closed session on February 11, 2021 about the director's report as there were unanswered questions about it.
4. Approval of Minutes – 02/11/2021
  - a. Motion to approve 2/11/2021 minutes by Bill Clendening, seconded by Mike Feirer.
  - b. Motion carried, minutes approved.
5. Discussion/possible action – Finance Committee Report
  - a. Steve Prell states once 2020 books are closed an adjustment column will be added to the original report and will be available for the April meeting.
  - b. There was a significant amount of Grant money carried over to 2021 because of COVID-19 rules we are allowed to do this.
  - c. Tax levy monies from all four counties were unspent because of the extra grant dollars that were required to be spent first.
  - d. Motion to approve the Finance Committee Report was made by Mike Feirer, seconded by Sandi Cihlar.
  - e. Motion carried, report approved.
6. Discussion/possible action – Establishment of Hmong Senior Dining Site in Wausau

- a. Jonette Arms met with the Hmong American Center about establishing a Southeast Asian senior dining site as they are the second largest population in central Wisconsin and Marathon County.
- b. Resource Specialists and Benefits Specialist services plus health promotion programs would be provided at this center.
- c. Yee Leng Xiong states this site would be beneficial for the Southeast Asian Community as it will provide a diet their senior population is accustomed to and in a comfortable environment.
- d. Dona Schwichtenberg moves to accept the proposal and move forward, seconded by Bill Clendenning.
- e. Motion carried for the establishment of the Hmong Senior Dining Site in Wausau

Ronda James states there are ethnic dining sites throughout Wisconsin similar to what is being proposed.

7. Discussion/possible action - Request for leave of absence from ADRC-CW Citizen Board Member, Sharon Rybacki

- a. Jonette Arms informed the board that Sharon Rybacki had emailed her letter of resignation considering Dr. Kathy Meyer is an extremely qualified candidate to fill her seat as a strong advocate for developmental disabilities.
- b. Motion to give Sharon Rybacki a sixty-day leave of absence at which time she will inform the Board in writing of her resignation or say she is willing to stay was made by Norbert Ashbeck, seconded by Danielle Yuska.
- c. Motion carried.
- d. Sandi Cihlar recommended that the Policy Review Committee take a look at creating language regarding leaves of absence.

8. Discussion/possible action – Wausau Meals on Wheels Kitchen Three Year Contract Renewal

- a. Jonette Arms spoke with Ghidorzi Construction to have our Meals on Wheels kitchen contract that originally aligned the caters contracts to align with the current rental contract for the 2600 building.
- b. Jim Hampton moves to have the Wausau kitchen contract tabled for future discussion until corporation counsel reviews and provides legal advice on contract language, second by Sandi Cihlar.

9. Discussion/possible action – Board Policy on Review of Major Contracts and Facility Lease/Rent Agreements - Request to have reviews vetted through Finance Committee

Jim Hampton moves to have the Policy Review Committee Review board policies related to this request and develop language to allow the Finance Committee the authority to review contracts/leases prior to full board approval, second by Dona Schwichtenberg.

10. Discussion/possible action – Updates from Dementia Care Specialist Program 2020 Work Plan and 2021 Work Plan

Scott Seeger discussed the three pillars of service under the dementia care specialist program and how they were accomplished in 2020 and the plans for 2021.

11. Discussion/possible action – Three Year Aging Plan Survey

- a. Jonette Arms states the Older Americans act requires that every three years a new plan needs to be devised. Surveys will be given to the older adults in the community in various ways to attain the necessary information for this plan.
- b. A draft of the plan is due by August 2021 and surveys should be turned in before then.

12. Director's Report

- a. Jonette Arms states two temporary positions will be hired to take calls for vaccine registrations and two temporary part-time community health workers will be hired as a liaison between the community and the ADRC to register people at senior apartments and other places where older adults and adults living with disabilities may congregate..
- b. Jonette Arms highlights the virtual presentation about preventing falls.
- c. Sandi Cihlar asks if the identity theft virtual presentation could be recorded and shared with our consumers. Jonette Arms states it will be available in the fall and it will be looked into being recorded and shared.
- d. Jonette Arms states as establishment of the Hmong Senior dining site progresses the board will be kept up to date. The next step is for the Hmong American Center board to approve it.
- e. Bill Clendening asks about what considerations are being made for opening the ADRC sites. Jonette Arms answers saying public health and state recommendations are being followed as well as what other sites are doing.
- f. Carol Feller-Gottard is introduced as a new board member.
- g. Tracey Baken is recognized for 20 years of service.

13. Future Agenda Items

- a. Review of the contract to go to corporation counsel.
- b. Request to have Policy Review Committee review and develop language for major contract and lease agreements to be vetted through Finance Committee.
- c. Request to have Policy Review Committee review and develop language regarding *leaves of absence* in Board Attendance Policy.

14. Adjournment: Meeting adjourned at 11:50 by Norbert Ashbeck. Second by Will Hascall