



**AGING & DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN BOARD MEETING
ADRC-CW, 2600 Stewart Avenue, Suite 25, Wausau, WI.**

**Thursday, December 8th, 2022
MINUTES**

Mission: The Aging and Disability Resource of Central Wisconsin promotes choice and independence through personalized education, advocacy, and access to services that prevent, delay, and lessen the impacts of aging and disabilities in the lives of adults.

1. Call to Order: Call to order by Board Chair, Ann Lemmer at 9:31 am
2. Roll Call Attendance: : Roll taken by Angela Hansen
 - a. Board attendance: Norbert Ashbeck, Bob Benischek, Bill Clendenning, Mike Feirer, Jim Hampton, Will Hascall, Ann Lemmer, John Medo, Kathy Meyer, Greta Rusch, Dona Schwichtenberg
 - b. Board members excused: Chris Dickinson, Adam Fischer, Tony Omernik
 - c. Staff member in attendance: Mike Rhea, Jennifer Cummings, Erin Wells, Ronda James, Renee Quinnell, Barb Hartwig, Angela Hansen
 - d. Other in attendance: Doug Curler, Dora Gorski, Darlene Cosh, Cindy Wescott, Jim Torgerson
3. Public Comments: Mike board meeting schedule, Ronda Subaru Share the Love
 - a. Mike Rhea states he is working on a 2023 Board Meeting schedule to include holding the meetings at other regional offices.
 - b. Ronda James promotes the Subaru Share the Love Event and provides some detail on how our Meals on Wheels program has benefited over the last three years from this event.
4. Approval of Minutes – 11/10/22
 - a. Motion to approve minutes by Mike Feirer, seconded by Greta Rusch.
 - b. Motion passed, minutes approved.
5. Discussion/possible action: Finance committee report:
 - a. Steve Prell provides highlights from the report.
 - i. There is a delay in the transfer of Alzheimer's Family Caregiver Support Program (AFCSP) and National Family Caregiver Support Program (NFCSP) funds. The delay is due to communication between GWAAR and the State.

- ii. Question regarding the Norwood payment. Cost for Wood County meals is listed monthly which accounts for the higher amount. The amount for Langlade, Lincoln, and Marathon is listed weekly.
 - iii. Questions regarding the implementation of Workday, the program for payroll and fiscal needs to start in 2023. Training is going well, once learned should save quite a bit of staff time on payroll, invoices, and banking tasks.
 - b. Full report in the packet
 - c. Motion to approve the report by Bill Clendenning, seconded by Jim Hampton.
 - d. Motion passed, report approved.
- 6. Discussion/possible action: 3rd quarter data update:
 - a. Mike Rhea presents in place of Kit Ruesch who is attending training.
 - b. Numbers have increased in nearly every area from the same quarter last year. Notably, the number of phone calls has increased by 12,000 from last year. Meals on Wheels has decreased and congregate meals have increased. This is due to Covid restrictions lifting and the dining sites reopening.
- 7. Discussion/possible action: Advisory Board Member appointments:
 - a. Mike Rhea provides applicant information for discussion and consideration by the Board.
 - i. Darlene Cosh, applicant for Wood County.
 - ii. Dora Gorski, Cindy Wescott, and Jim Torgerson are applicants for Lincoln County.
 - 1. There are two openings for Lincoln county, appointments are determined by roll call vote.
 - iii. Dora Gorski and Jim Torgerson are appointed as Lincoln County members to the Advisory Committee by majority vote.
 - iv. Darlene Cosh is appointed as Wood County member to the Advisory Committee by unanimous vote.
- 8. Operations Report: Mike Rhea
 - a. Mike Rhea provides highlights from the operations report.
 - i. Jennifer Cummings is retiring in January 2023.
 - ii. Erin Wells is assuming the role of Aging Director, her position of Community Resources Manager is not going to be filled.
 - b. Ronda James provides an update on hiring for the Wausau site manager position and the Hmong American Center site is going very well. Route4Me is a continued conversation.
 - c. Full report in packet.
 - d. No action taken.
- 9. Discussion/possible action: Discussion/possible action – ROLL CALL VOTE TO GO INTO CLOSED SESSION pursuant to WI Statutes Section 19.85(1)(c) to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercise responsibility, namely, to review compensation for the Executive Director of the ADRC of Central Wisconsin.
 - a. Motion to go into closed session by Bill Clendenning, seconded by Norbert Ashbeck.



- b. Roll call vote is unanimous.
- c. Board in closed session

10. Motion to Return to Open Session and Possible Announcement(s) on Closed Session Item(s)

- a. Motion to return to open session by Norbert Ashbeck, seconded by Greta Rusch.
- b. Board returns to open session.
- c. Closed session announcements:
 - i. Motion to accept the recommendation from the executive committee for the salary range suggested for the Executive Director by John Medo, seconded by Jim Hampton.
 - ii. Motion passed, recommendation accepted.

11. Future Agenda Items

- a. Review closed session rules/discussion to create Board policies.
- b. Request for updated member list for all Board members.
- c. Review of Executive Director performance review policy and survey.

12. Adjournment

- a. Motion to adjourn by Bill Clendenning, seconded by Norbert Ashbeck.
- b. Motion passed, meeting adjourned at 11:16 am.