

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

**Thursday, January 13, 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: Meeting called to order at 9:30am by Chairman, Tim Buttke
2. Roll Call Attendance: Roll call attendance by Angela Hansen
 - a. Board attendance: Bill Clendenning, Sandi Cihlar, Mike Feirer, Carol Feller-Gottard, Doug curler, Danielle Yuska, Doug Machon, Dona Schwichtenberg, Norbert Ashbeck, Dora Gorski, Tim Buttke, William Hascall, James Hampton, Tony Omernik, Kathy Meyer
 - b. Staff in attendance: Jennifer Cummings, Erin Wells, Barb Hartwig, Ronda James, Mike Rhea, Kit Ruesch, Steve Prell, Angela Hansen
 - c. Others in attendance: Roy Dieck, Judy Nagel, Krista Mischo
3. Public Comments:
 - a. Jennifer Cummings states GWAAR has approved the 2022-2024 Aging Plan.
4. Approval of Minutes – 12/09/2021
 - a. Correction to attendance, Doug Machon is added to the list of attendees.
 - b. Motion to approve 12/09/2021 minutes by Norbert Ashbeck, seconded by Sandi Cihlar.
 - c. Motion passes, minutes approved.
5. Discussion/possible action – Finance Committee Report
 - a. Presented by Steve Prell, program income transfer due to congregate services not running during 2021.
 - b. Full report in the board packet.
 - c. Motion to approve the Finance Committee Report by Danielle Yuska, seconded by Will Hascall.
 - d. Motion passes, report approved.
6. Educational Item: Senior Nutrition Service cancellation in event of emergencies and winter weather
 - a. Ronda James explains the communication plan in place when senior nutrition programs are suspended for a day due to weather/road conditions or any other emergency that prevents us from safely delivering meals.
 - b. No action taken.
7. Discussion/possible action – Major Three-Year Food Contract for Wausau/Marathon County Service Area



- a. Ronda James requests the emergency one month contract with Lynn’s Catering be extended to a full three-year contract.
 - b. Steve Prell discusses the budgetary impact of the new contract.
 - c. Motion to approve the three-year contract for Wausau/Marathon County Service Area with Lynn’s Catering by Mike Feirer, seconded by Danielle Yuska.
 - d. Motion passes, contract approved.
8. Discussion/possible action – Updated 2021-2023 Lynn’s Catering contract for Antigo and Merrill service areas.
 - a. Ronda James gives background of discussion with Lynn’s Catering regarding the current contract.
 - b. Steve Prell discusses the budgetary impact of the contract adjustment.
 - c. Motion to approve the updated Lynn’s Catering contract for Antigo and Merrill by Norbert Ashbeck, seconded by Mike Feirer.
 - d. Motion passes, contract adjustment approved.
9. Discussion/possible action – Possible revision to 2020-2022 Norwood contract for Marshfield and Wisconsin Rapids service areas.
 - a. Ronda James gives background on why this contract is being reviewed prior to the end of the contract.
 - b. Steve Prell discusses the budgetary impact of the contract adjustment.
 - c. Motion to approve the Norwood contract adjustment by Bill Clendenning, seconded by Sandi Cihlar.
 - d. Motion passes, contract adjustment approved.
10. Discussion/possible action – Follow up reporting on State contact regarding funds to renovate property at 902 5th Avenue, Antigo, WI. 54409.

All activities related to this item are dependent upon seeking and obtaining funding from the Wisconsin Department of Health Services.

 - a. Mike Rhea discusses the results of asking the State for funding on this project. The State has no funding on the ADRC or Aging side to fund a project like this. Applying for project funding has changed and the limitations do not support a project of this size.
 - b. No action taken.
11. Discussion/possible action: Executive Committee Report on the recruitment of a new executive director.



- a. Tim Buttke provides information on the posting for Executive Director. The posting closed on January 10. There are 27 applicants. Marathon County did the initial screening and resumes were sent to the Executive Committee.
- b. Of the 27 applicants, the Search Committee will review 15 applications.
- c. The committee is planning to meet Tuesday, January 18 to review the applications. First round interviews are scheduled to take place the week of January 31. Second round interviews are scheduled to take place the week of February 14. The plan is to extend a job offer the week of February 28.

12. Discussion/possible Action: ADRC-CW Wisconsin Rapids Office update

- a. Jennifer Cummings provides an update on the office conditions. The heat has been restored, the ceiling leaks have been identified. The City of Wisconsin Rapids is exploring replacing the roof and heating units as they are able to. The windows are scheduled to be replaced for better protection from the weather. The carpets are scheduled to be replaced and the walls are scheduled to be painted in following years.
- b. Bill Clendenning asked for an update on the meal site in the Centralia Center. Participants from the Park Place day center are now participating in lunch and they are bringing helpers from the center to assist.

13. Director's Report

- a. Mike Rhea highlights the new hires: Elder Benefit Specialist, Bettina Steadman and Dementia Care Specialist, Jennifer Thompson

14. Future Agenda Items

- Educational Item: Benefits Specialist program/Medicare Part D Open Enrollment Period

15. Adjournment

- a. Meeting adjourned at 10:47am.



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

**Thursday, February 10, 2022
MINUTES DRAFT**

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: Meeting called to order at 9:30am by Chairman, Tim Buttke
2. Roll Call Attendance: Roll call attendance by Angela Hansen
 - a. Board attendance: Bill Clendenning, Carol Feller-Gottard, Doug Curler, Danielle Yuska, Doug Machon, Dona Schwichtenberg, Norbert Ashbeck, Dora Gorski, Tim Buttke, William Hascall, James Hampton, Tony Omernik, Kathy Meyer
 - b. Board members absent: Sandi Cihlar, Mike Feirer
 - c. Staff in attendance: Jennifer Cummings, Barb Hartwig, Ronda James, Mike Rhea, Kit Ruesch, Steve Prell, Brittany Boyer, Michelle McDougal, Angela Hansen
 - d. Others in attendance: Jason Hilger, Roy Dieck, Krista Mischo
3. Public Comments
 - a. Angela Hansen requests the ADRC-CW Board hear from the Antigo staff regarding the potential move of the office.
4. Approval of Minutes – 1/13/2022
 - a. Motion to approve the 1/13/2022 minutes by Bill Clendenning, seconded by Norbert Ashbeck.
 - b. Motion passes, minutes approved.
5. Discussion/possible action – Antigo office relocation/renovation informational update
 - a. This item moved up in the agenda due to an interested party schedule conflict.
 - b. Mike Rhea, Ronda James, and Jason Hilger begin the conversation regarding the meeting with the property owner and members of the Langlade County Board regarding the project to relocate the ADRC-CW Antigo offices and dining site.
 - i. Langlade County and/or the Langlade County Senior Center have not yet submitted a proposal to the ADRC-CW regarding this project and that still needs to be done.
 - ii. The investigation into funding from the State for ADRC and Aging projects has been exhausted and the ADRC-CW will not be granted funds from these sources.

- iii. The building owner is not willing to separate out the offices from the dining site. All is to move or nothing is to be moved.
 - iv. Antigo staff members have concerns about the move and the board agrees to hear a report from the Antigo staff members.
 - c. Motion to have Angela Hansen gather information from the Antigo Staff and report back to the ADRC-CW board made by Danielle Yuska, seconded by Doug Curler.
 - d. Motion passes, Angela Hansen will present a report at the next board meeting.
6. Discussion/possible action – Finance Committee Report
 - a. Steve Prell presents the report, no action could be taken during the committee meeting due to the lack of a quorum.
 - b. Norbert Ashbeck requests for a fifth member to be added to the finance committee.
 - c. No action taken.
7. Educational Item: Benefit Specialist Overview and 2021 Open Enrollment Period (OEP)
 - a. Kit Ruesch and Brittany Boyer present the statistics and information about the work of the benefit specialists.
 - b. No action taken
8. Discussion/possible action – Marshfield office lease renewal
 - a. Mike Rhea explains the Marshfield office is up for renewal. Asking to have a shorter lease in order to explore other options to serve Wood county residents.
 - i. New landlord for the building needs review from the corporation council.
 - b. Motion to approve a two-year lease for the Marshfield office by Norbert Ashbeck, seconded by Danielle Yuska.
 - c. Motion passes, two-year lease approved.
9. Discussion/possible action: Executive Committee Report on the recruitment of a new executive director.
 - a. Tim Buttke reports 27 applicants have been narrowed to five applicants to be interviewed.
 - b. No action taken
10. ADRC-CW Leadership Report
 - a. Jennifer Cummings presents the highlights from the report.
 - b. Questions on the GWAAR funded position. Person will be housed within an ADRC-CW office but will be an employee of GWAAR.
 - c. Questions on the Stockbox program.
 - d. Full report in packet.
11. Future Agenda Items
 - a. Antigo discussion (rental amount considerations in comparison to other office costs)
 - b. Finance committee request to have another member



12. Adjournment: Meeting adjourned 11:09am



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

**March 10, 2022
Minutes**

1. Call to Order: Meeting called to order at 9:31am by Vice Chair, Dora Gorski
2. Roll Call Attendance: Roll call attendance by Angela Hansen
 - a. Board attendance: Bill Clendenning, Sandi Cihlar, Mike Feirer, Carol Feller-Gottard, Doug Curler, Danielle Yuska, Dona Schwichtenberg, Norbert Ashbeck, Dora Gorski, Tony Omernik, Kathleen Meyer, Will Hascall, Jim Hampton
 - b. Board members excused: Tim Buttke, Doug Machon
 - c. Staff in attendance: Jennifer Cummings, Erin Wells, Michelle McDougal, Barb Hartwig, Kit Ruesch, Kathy Schultz, Jennifer Clark, Peggy Kurth, Mike Rhea, Ronda James, Steve Prell, Angela Hansen
 - d. Others in attendance: Travis Spoehr, Jason Hilger, Roy Diecks, Judy Nagel
3. Public Comments
 - a. Bill Clendenning mentioned a presentation in Wood County that included good information on the ADRC.
4. Approval of Minutes – 2/10/2022
 - a. Correction to the minutes: Sandi Cihlar should be listed as excused, not absent.
 - b. Motion to approve the minutes with the above listed correction by Bill Clendenning, seconded by Doug Curler.
 - c. Motion passes, minutes approved.
5. Discussion/possible action – Finance Committee Report
 - a. Steve Prell presents the report, working to close the 2021 finances and will have an unaudited report for the Board at the next meeting.
 - b. The Finance committee is working on drafting a Lease and Major Contract policy.
 - c. Full report in packet.
6. Discussion/possible action: Finance-close out 2021, Grant reporting and reserves
 - a. Steve Prell reviews the changes in policy and process for unspent grant dollars from the State and the ability to use carryover funds.
 - b. The timeline for using the carryover dollars was also changed from September 2022 to December 2021.

- c. These changes account for some of the budget adjustments requests and have posed a challenge for the fiscal department.
 - d. No action taken.
- 7. Discussion/possible action: Finance Committee request to add additional member
 - a. A previous request to add an additional member to the Finance Committee due to last month's attendance resulting in a lack of a quorum is rescinded.
 - b. No action taken.
- 8. Discussion/possible action: Proposed Antigo office updates-
 - a. Rental amounts for all ADRC-CW offices to use as a comparison
 - i. Mike Rhea and Steve Prell provide additional information and an additional handout with the rental costs for all ADRC-CW offices.
 - ii. ADRC-CW presentation made to the Langlade County board which included general ADRC service information.
 - iii. The initial proposal for the proposed space on 5th Avenue included in full packet. A formal proposal is expected to be presented before the ADRC-CW board next month.
 - iv. Jason Hilger, Langlade Administrator, is looking for the opportunity to find potential private donors to facilitate the build out of the 5th Avenue property.
 - v. Board members discussed the election which will most likely change the makeup of the ADRC-CW board prior to a vote on this item.
 - vi. Board suggests public hearing and surveying the community regarding the potential move and use of the dining site at the 5th Avenue location.
 - b. ADRC-CW Antigo staff feedback
 - i. Statement attached
 - c. No action taken.
- 9. Discussion/possible action: Executive Committee Report on the recruitment of a new executive director.
 - a. Dora Gorski reports initial interviews concluded and second interviews are scheduled for March 15, 2022.
 - b. Public meeting notice requested.
- 10. Discussion/possible Action: Marshfield Office Lease
 - a. Mike Rhea asked the board to approve a two-year lease for the Marshfield office space.
 - b. Lease already reviewed and approved by Marathon County Corporation Counsel and Risk Management.
 - c. Landlord agreed to change the lease length.
 - d. Motion to approve the two-year lease for the Marshfield office space by Mike Feirer, seconded by Bill Clendenning.
 - e. Motion passes, lease approved.

11. Director's Report



- a. Highlights regarding masking updates in the office. Recruitments for nutrition program vacancies continue to be a challenge. The Stockbox program is moving forward through the region.
- b. No action taken.

12. Future Agenda Items

- a. Antigo office update.
- b. Fiscal year end report.

13. Adjournment

- a. Motion to adjourn by Norbert Ashbeck, seconded by Mike Feirer.
- b. Motion passes, meeting adjourned at 10:56 aam.



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

**Thursday, April 14, 2022
Minutes**

1. Call to Order: Meeting called to order by Board Chair, Tim Buttke at 9:30am
2. Roll Call Attendance: Roll call attendance by Angela Hansen
 - a. Board attendance: Tony Omernik, Will Hascall, Kathleen Meyer, Doug Machon, Dona Schwichtenberg, Sandi Chilar, Jim Hampton, Norbert Ashbeck, Dora Gorski, Tim Buttke, Doug Curler, Mike Feirer, Bill Clendenning, Danielle Yuska
 - b. Board members absent: Carol Feller-Gottard
 - c. Staff members in attendance: Mike Rhea, Steve Prell, Ronda James, Jennifer Cummings, Erin Wells, Kit Ruesch, Barb Hartwig, Kathy Schultz, Michelle McDougal,
 - d. Others in attendance: Roy Dieck, Terry Brand, Judy Nagel
3. Public Comments
 - a. Doug Machon thanks the members who are attending the last meeting as members of the ADRC-CW Board.
 - b. Mike Rhea thanks the ADRC-CW Board and leadership for giving him the opportunity to lead the ADRC-CW as the new Executive Director.
4. Approval of Minutes – 3/10/2022
 - a. Motion to approve the minutes by Mike Feirer, seconded by Norbert Ashbeck.
 - b. Motion passes, minutes approved.
5. Discussion/possible action – Finance Committee Report
 - a. Steve Prell presents the report. Full report in packet.
 - b. Motion to approve the report by Doug Machon, seconded by Mike Feirer.
 - c. Motion passes, report approved.
6. Discussion/possible action: Finance-close out 2021
 - a. Steve Prell presents the unaudited report.
 - b. No action taken.
7. Discussion/possible action: Finance-2022 budget adjustments
 - a. Steve Prell provides the budget adjustments for each area.
 - b. Motion to approve the adjustments by Jim Hampton, seconded by Sandi Cihlar.

c. Motion passes, budget adjustments approved.

8. Discussion/possible action: Proposed Antigo office/meal site

- a. Mike Rhea provided many supporting documents on the topic of the proposed move for the Antigo office and meal site. All included in the packet.
- b. Board members discussed the financial impact on the organization and staff comments.
- c. Motion to table the conversation regarding relocation of the Antigo office and meal site indefinitely by Doug Machon, seconded by Bill Clendenning.
- d. Motion passes, discussion tabled indefinitely.

9. Discussion: Clarifying Closed Session rules

- a. Tim Buttke discussed the process currently followed by Robert's Rule of Order. The ADRC-CW board policies do not address closed session rules.
- b. Apologies for misinterpretation of the rule.
- c. Deferred to the policy committee for further review and guidance.

10. Discussion/possible action: Interim board leadership

- a. The current board chair was not re-elected to the member county board and will therefore not be a member of the ADRC-CW Board. The ADRC-CW Board will be without a chair and vice chair until the June elections of ADRC-CW Board officers.
- b. Motion to appoint Jim Hampton as interim board chair by Doug Machon, seconded by Bill Clendenning.
- c. Motion passes, Jim Hampton will serve as interim chair until new appointments are made by the member county boards.

11. Director's Report

- a. Mike Rhea provides the report highlights.
- b. Full report in packet.

12. Future Agenda Items

13. Adjournment 10:55



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

**Thursday, May 12th, 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 Interim Board Chair, Jim Hampton at 9:31am
2. Roll Call Attendance: Roll taken by Angela Hansen
 - a. Board attendance: Norbert Ashbeck, Robert Benishek, Bill Clendenning, Chris Dickinson, Adam Fischer, Jim Hampton, Will Hascall, Ann Lemmer, John Medo, Kathleen Meyer, Tony Omernik, Greta Rusch, Dona Schwichtenberg, Danielle Yuska
 - b. Staff members in attendance: Mike Rhea, Jennifer Cummings, Traci Zernicke, Steve Prell, Ronda James, Kit Ruesch, Erin Wells, Jenae Belmas, Kathy Schultz, Angela Hansen
3. Public Comments
 - a. Mike Rhea brief introduction.
 - b. Danielle Yuska asks about Cafe 60 in Antigo. Ronda James responds.
 - c. Robert Benishek asks about the board membership. Jim Hampton states that will be explained in future agenda items.
4. Approval of Minutes – 4/14/2022
 - a. Motion to approve minutes by Bill Clendenning, seconded by Danielle Yuska.
 - b. Motion passed, minutes approved.
5. Discussion – Introduction of Board members
 - a. Board members and staff introduced themselves.
6. Discussion: Board manual review
 - a. Mike Rhea introduces the manual, in person members have a binder. An electronic version will be made available on our website.
 - i. Chris Dickinson asks about changes to funding allocations due to updated census data. Steve Prell responds by explaining the funding sources are not divided by counties.

- ii. Bill Clendenning asked about transportation in each county. Mike Rhea and Jennifer Cummings respond, transportation is available in each county but is not administered by the ADRC-CW but we are present for discussions regarding transportation needs.
 - b. Jim Hampton suggests that members review the manual.
- 7. Discussion/possible action: Finance Committee Report
 - a. Steve Prell presents the report, a quorum was not available during the meeting so there will not be a motion.
 - i. For new members the documents in the packet are explained.
 - b. Norbert Ashbeck discussed the need for members for the finance committee. Next month's elections will appoint members so the committee will meet after the board meeting so there will be a quorum next month.
- 8. Discussion/possible action: 2nd quarter Data report-Kit
 - a. Kit Ruesch presents the report in more detail so the new members understand the documents in the packet.
- 9. Discussion/possible action: Citizen member application- Mike Feirer
 - a. Motion to approve Mike Feirer by Bill Clendenning, seconded by Dona Schwichtenberg.
 - b. Motion passed, application for citizen member approved.
 - i. Application now goes to the member counties for approval.
- 10. Discussion/possible action: Conflict of Interest policy review
 - a. Mike Rhea requests board members to review the policy and submit the signed certification to Angela Hansen
- 11. Discussion: Process of Officer elections during June board meeting
 - a. Jim Hampton gives an overview of the elections for next month's meeting.
 - i. Chair, Vice Chair, Secretary, Treasurer, and Executive Committee
- 12. Director's Report
 - a. Mike Rhea touches on the highlights of the director's report.
 - i. Kit Ruesch, Quality Manager, is leaving for a great opportunity with a managed care organization.
 - ii. Traci Zernicke accepted a promotion to Director of Resource Services.
 - iii. The Wisconsin DHS Secretary has recognized and honored our organization.
 - b. Jennifer Cummings highlighted the Senior Farmers' Market Nutrition Program starting on June 1.
 - c. Chris Dickinson questions rural versus urban services and aging versus disabled services. Mike Rhea responds with the need to review data in order to answer more fully.
 - d. Jennifer Cummings also mentions the need for advisory committee members.
 - i. John Medo clarifies the number of advisory committee members per county.
 - e. Bill Clendenning asks for the board packet to be numbered.



- f. Will Hascall comments on the lack of funding for disability services that would support meals on wheels for individuals under 60 year.
 - i. Mike Rhea and Kathleen Meyer comment in agreement that there is a lack of funding for disability services.

13. Future Agenda Items

- a. Election of officers

14. Adjournment 11:21



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

**Thursday, June 9th, 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 Interim Board Chair, Jim Hampton at 9:31am
2. Roll Call Attendance: Roll taken by Angela Hansen
 - a. Board attendance: Norbert Ashbeck, Robert Benishek, Bill Clendenning, Chris Dickinson, Adam Fischer, Jim Hampton, Will Hascall, Ann Lemmer, John Medo, Kathleen Meyer, Tony Omernik, Greta Rusch, Dona Schwichtenberg, Danielle Yuska
 - b. Staff members in attendance: Mike Rhea, Jennifer Cummings, Traci Zernicke, Steve Prell, Ronda James, Erin Wells, Angela Hansen
 - c. Others in attendance: Doug Curler, Jason Hilger
3. Public Comments
 - a. Daniell Yuska asked about the Senior Farmers' Market Nutrition Program
 - i. Ronda James responded with how the community can connect with the ADRC-CW regarding the program.
 - b. John Medo asked to have the Langlade County Board recommend the next members for the ADRC-CW Advisory Committee.
 - i. Jennifer Cummings responded with the need for two members from Langlade County. Those interested in becoming members of the Advisory Committee need to complete an application which the ADRC-CW Board will need to approve.
 - ii. Dona Schwichtenberg asked if there is a representative from the disabled community for Langlade on the Advisory Committee. Not as of yet according to Jennifer Cummings.
4. Approval of Minutes – 5/12/2022
 - a. Motion to approve minutes by Norbert Ashbeck, seconded by Danielle Yuska.
 - b. Motion passed, minutes approved.
5. Discussion: Financial information

- a. The Finance Committee will meet after the Board meeting to allow for new members elected today to participate. Without new members on the committee, there would not be a quorum.
6. Discussion/possible action: Election of ADRC-CW board officers
- a. Board Chairman: Motion to nominate Ann Lemmer by Dona Schwichtenberg, seconded by Norbert Ashbeck.
 - i. No further nominees after three calls.
 - ii. Motion to close nominations and cast unanimous vote by Bill Clendenning, seconded by Norbert Ashbeck.
 - 1. Motion passed, Ann Lemmer elected as ADRC-CW Board Chairman by unanimous agreement.
 - b. Board Vice-Chairman: Motion to nominate Dona Schwichtenberg by Norbert Ashbeck, seconded by Danielle Yuska.
 - i. No further nominees after three calls.
 - ii. Motion to close nominations and cast unanimous vote by Danielle Yuska, seconded by Ann Lemmer.
 - 1. Motion passed Dona Schwichtenberg elected as ADRC-CW Vice-Chairman by unanimous agreement.
 - c. Board Secretary/Treasurer: Motion to nominate Will Hascall by Danielle Yuska, seconded by Kathy Meyer. Motion to nominate Norbert Ashbeck by Dona Schwichtenberg, seconded by Adam Fischer.
 - i. No further nominees after three calls.
 - ii. Motion to close nominations and cast roll call vote by Dona Schwichtenberg, seconded by Adam Fischer.
 - 1. Roll call by Angela Hansen, tallied by Mike Rhea
 - 2. Votes cast: Norbert Ashbeck 10, Will Hascall 3
 - 3. Norbert Ashbeck elected as ADRC-CW Secretary/Treasurer
7. Discussion/possible action: Election of executive committee
- a. Motion to nominate Danielle Yuska by Norbert Ashbeck, seconded by Jim Hampton. Motion to nominate Will Hascall by Danielle Yuska, seconded by Norbert Ashbeck. Motion to nominate Bill Clendenning by Adam Fischer, seconded by Norbert Ashbeck.
 - i. No further nominees after three calls.
 - ii. Motion to close nominations and cast roll call vote by Adam Fischer, seconded by Ann Lemmer.
 - 1. Roll call by Angela Hansen, tallied by Mike Rhea
 - 2. Votes cast: Danielle Yuska 13, Will Hascall 5, Bill Clendenning 10
 - 3. Danielle Yuska and Bill Clendenning elected to the ADRC-CW Executive Committee
8. Discussion/possible action: Election of Finance committee



- a. Motion to nominate Bill Clendenning by Norbert Ashbeck, seconded by Jim Hampton. Motion to nominate Will Hascall by Dona Schwichtenberg, seconded by Danielle Yuska. Motion to nominate John Medo by Danielle Yuska. John Medo declines the nomination.
 - i. No further nominees after three calls.
 - ii. Motion to close nominations by Norbert Ashbeck, seconded by Dona Schwichtenberg.
 - iii. Motion to accept nominations by Danielle Yuska, seconded by Ann Lemmer.
 1. Motion passed Bill Clendenning and Will Hascall elected to the ADRC-CW Finance Committee.

9. Educational item: Overview of ADRC services

- a. Mike Rhea presents and ADRC-CW overview presentation.

10. Director's Report

- a. Mike Rhea presents highlights. Full report in the packet.
- b. Ronda James addresses questions about the Hmong dining site.

11. Future Agenda Items

- a. Clarification from corporation council regarding executive committee and closed sessions.
- b. ADRC-CW educational presentation
- c. Caterer cost increase
- d. Advisory committee nominees
- e. Dona Schwichtenberg requests a representative from Ghidorzi to be present

12. Adjournment

- a. Motion to adjourn by Danielle Yuska, seconded by Norbert Ashbeck
- b. Meeting adjourned at 10:51am.



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

**Minutes
July 14th, 2022**

1. Call to Order: Call to order by Board Chair, Ann Lemmer at 9:30 am
2. Roll Call Attendance: Roll taken by Angela Hansen
 - a. Board attendance: Norbert Ashbeck, Robert Benishek, Chris Dickinson, Adam Fischer, Jim Hampton, Will Hascall, Ann Lemmer, John Medo, Kathleen Meyer, Tony Omernik, Greta Rusch, Dona Schwichtenberg, Danielle Yuska
 - b. Board members excused: Bill Clendenning
 - c. Staff members in attendance: Mike Rhea, Jennifer Cummings, Traci Zernicke, Steve Prell, Barb Hartwig, Kit Ruesch, Angela Hansen
 - d. Others in attendance: Doug Curler, Jason Hilger, Penny Hurlbert, Kenneth Kubacki
3. Public Comments:
 - a. Jennifer Cummings Advocacy Alert
4. Approval of Minutes – 6/09/2022
 - a. Motion to approve minutes by Greta Rusch, seconded by Chris Dickinson.
 - b. Motion passed, minutes approved.
5. Discussion/possible action: Finance committee report
 - a. Report highlights by Steve Prell
 - i. Policy review
 - ii. Audit field work complete
 - iii. Grant transfer dollars explained
 - b. Motion to accept the financial report by Chris Dickinson, seconded by Jim Hampton.
 - c. Motion passed, report approved.
6. Discussion/possible action: Senior Nutrition Program Caterer request for contract amendment
 - a. Mike Rhea presents the request for an increase of .50 per meal by the caterer, Lynn's Catering.
 - i. Caterer request is broken down and provided in the board report.
 - b. Motion to approve adding a surcharge of .50 per meal for Lynn's Catering for July 1 through December 31, 2022, seconded by Norbert Ashbeck
 - c. Motion passed, surcharge approved.

7. Discussion/possible action: Advisory Committee applications for Langlade County representation
 - a. Applications for Advisory Committee read by Mike Rhea.
 - i. Doug Curler
 - ii. Penny Hurlbert
 - iii. Kenneth Kubacki
 - b. Roll call vote for two available positions on the Advisory Committee.
 - c. Angela Hansen took roll, Mike Rhea tallied the votes.
 - i. Votes cast: Doug Curler 7, Penny Hurlbert 8, Kenneth Kubacki 11
 - ii. Penny Hurlbert and Kenneth Kubacki appointed to the Advisory Committee.
8. Discussion/possible action: Bill Clendenning rescinds his nomination to the Executive Committee
 - a. Motion to accept Bill Clendenning's resignation as a member of the Executive Committee, seconded by Dona Schwichtenberg.
 - b. Motion passes with one opposed, Adam Fischer.
9. Discussion/possible action: Election of Executive Committee
 - a. Motion to nominate Jim Hampton by Danielle Yuska, seconded by Norbert Ashbeck.
 - b. No additional nominations after three calls
 - c. Motion to close nominations and accept Jim Hampton as a member of the Executive Committee by Will Hascall, seconded by Great Rusch.
 - d. Motion passes, Jim Hampton appointed to the Executive Committee.
10. Discussion/possible action: Wausau Office
 - a. Mike Rhea explains he has been approached by Marathon County to consider moving to the North Central Health Care (NCHC) campus.
 - b. A motion to allow Mike Rhea to explore the opportunity to move the ADRC-CW Wausau office to the NCHC campus by John Medo, seconded by Will Hascall.
 - c. Motion passes, Mike Rhea will explore the available space on the NCHC campus and its suitability for the ADRC-CW.
11. Educational item: Overview of Resource Center Services-Traci Zernicke
 - a. No action taken
12. Director's Report
 - a. Mike Rhea provides some highlights in the report.
 - i. Jim Hampton asks about the new nutrition supervisor hired in Wood County.
 - ii. Chris Dickinson asks about the books selected by the staff book club.
 - b. Full report in packet.
 - c. No action taken
13. Future Agenda Items
 - a. Clarification from Corp Council regarding executive committee and closed sessions



14. Adjournment: 11:21



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

**Minutes
August 11th, 2022**

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 9:33 am
2. Roll Call Attendance: Roll taken by Angela Hansen
 - a. Board attendance: Norbert Ashbeck, Robert Benishek, Bill Clendenning, Chris Dickinson, Mike Feirer, Jim Hampton, Will Hascall, Ann Lemmer, John Medo, Kathleen Meyer, Tony Omernik, Greta Rusch, Dona Schwichtenberg, Danielle Yuska
 - b. Board members excused: Adam Fischer
 - c. Staff members in attendance: Mike Rhea, Jennifer Cummings, Traci Zernicke, Steve Prell, Barb Hartwig, Kit Ruesch, Angela Hansen, Erin Wells, Scott Seeger, Jennifer Thompson, Kacie Niemuth, Ronda James
 - d. Others in attendance: John Rader, Kacey Spoerl, Penny Hurlbert, Kenneth Kubacki
3. Public Comments:
 - a. Mike Feirer was approved by all member counties as ADRC-CW board citizen member.
 - b. Will Hascall will not vote or comment on the upcoming Advisory Committee application.
4. Approval of Minutes – 7/14/22
 - a. Motion to approve minutes by Norbert Ashbeck, seconded by Greta Rusch.
 - b. Motion passed, minutes approved.
5. Discussion/possible action: 2021 Audit Report- John and Kacey from Baker Tilly
 - a. Presentation from the Baker Tilly auditors.
6. Education Item: Caregiver Support- Meagan and Kacie
 - a. Presentation from Caregiver/Dementia team members.
 - b. Discussion regarding getting the message out on these programs.

7. Discussion/possible action: Finance committee report
 - a. Steve Prell presents the report, full report in packet.
 - b. Motion to accept report by Bill Clendenning, seconded by Greta Rusch.
 - c. Motion passed, report approved.

8. Discussion/possible action: Budget Adjustments-Steve
 - a. Steve Prell explains the adjustments, full report in packet.
 - b. Motion to approve adjustments by Norbert Ashbeck, seconded by Mike Feirer.
 - c. Motion passed, adjustments approved.

9. Discussion/possible action: Advisory Committee applications for Wood County representation
 - a. Application from Jennifer Dolan
 - b. Motion to approve by Bill Clendenning, seconded by Dona Schwichtenberg.
 - c. Motion passed, application approved.
 - i. Application forwarded to the Wood County Board for approval.

10. Discussion: 2nd Quarter Quality report-Kit
 - a. Kit Ruesch presents highlights from the report, full report in packet.

11. Discussion/possible action: Wausau Office
 - a. Mike Rhea provides an update to the Board's request for more information on the opportunity to move the Wausau office to the North Central Health Care campus.

12. Operations Report:
 - a. Mike Rhea discusses the new name of the report and the structure of the information moving forward.

13. Future Agenda Items
 - a. Clarification from Corp Council regarding executive committee and closed sessions

14. Adjournment:
 - a. Motion to adjourn by Bill Clendenning, seconded by Mike Feirer
 - b. Motion passed, meeting adjourned 11:25am



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

Thursday, September 8th, 2022

MINUTES

1. Call to Order: Call to order by Board Chair, Ann Lemmer at 9:30 am
2. Roll Call Attendance: Roll taken by Angela Hansen
 - a. Board attendance: Norbert Ashbeck, Robert Benishek, Bill Clendenning, Chris Dickinson, Mike Feirer, Adam Fischer, Jim Hampton, Will Hascall, Ann Lemmer, John Medo, Kathy Meyer, Tony Omernik, Greta Rusch,
 - b. Board members excused: Dona Schwichtenberg, Danielle Yuska
 - c. Staff members in attendance: Mike Rhea, Jennifer Cummings, Traci Zernicke, Steve Prell, Barb Hartwig, Kit Ruesch, Angela Hansen, Erin Wells, Ronda James, Pat Kilsdonk, Kathy Schultz, Michele Osterbrink, Renee Quinnell
 - d. Others in attendance: Mike Puerner, Travis Spoehr, Kenneth Kubacki
3. Public Comments:
 - a. Michele Osterbrink discusses the need for paperwork from citizen members if they choose to receive the stipend or mileage reimbursement.
 - b. Mike Rhea announces the All Staff meeting scheduled for September 27, 2022 and all board members are invited to attend.
4. Approval of Minutes – 8/11/22
 - a. Motion to approve minutes by Adam Fischer, seconded by Greta Rusch.
 - b. Motion passed, minutes approved.
5. Discussion: Mike Puerner-Marathon County Corporation Counsel-closed meeting parameters, meeting notices other pertinent questions
 - a. Statute requirements provided by Mike Puerner.
 - b. Open question and answer session from board members regarding closed session rules and guidelines.
 - c. No action taken

6. Discussion/possible action: ADRC-CW board meeting attendance
 - a. Discussion on in-person meetings versus virtual meetings.
 - b. Suggestion of traveling meetings to visit all ADRC-CW sites.
 - c. No action taken

7. Discussion/possible action: Nutrition program update, Norwood rate request
 - a. Ronda James gave an update of all nutrition program sites, open, modified, and closed. The Hmong American Center site is opening soon.
 - b. Norwood has requested a rate increase to continue providing services to Wood County ADRC-CW nutrition program sites.
 - c. Motion to approve an 11% increase retroactive to August 1, 2022 by Bill Clendenning, seconded by Chris Dickinson.
 - d. Adam Fischer abstained from the discussion and vote.
 - e. Motion passed, rate increase approved.

8. Discussion/possible action: Wausau Office
 - a. Mike Rhea provides an update to the Board's request for more information on the opportunity to move the Wausau office to the North Central Health Care campus.
 - b. Mike Rhea states this will be

9. Operations Report
 - a. Mike Rhea and other members of the leadership team highlight portions of the report.
 - b. Full report in the packet.

10. Future Agenda Items
 - a. Finance Committee policy review
 - b. 2023 Proposed budget
 - c. Audit approval
 - d. IT Support RFP review
 - e. Caterer RFP review

11. Adjournment
 - a. Motion to adjourn the meeting by Norbert Ashbeck, seconded by Greta Rusch.
 - b. Motion passed, meeting adjourned at 11:10am.



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

**October 13th, 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 9:30 am
2. Roll Call Attendance: Roll taken by Angela Hansen
 - a. Board attendance: Norbert Ashbeck, Robert Benishek, Bill Clendenning, Mike Feirer, Adam Fischer, Jim Hampton, Will Hascall, Ann Lemmer, John Medo, Kathy Meyer, Tony Omernik, Greta Rusch, Dona Schwichtenberg,
 - b. Board members excused: Chris Dickinson, Danielle Yuska
 - c. Staff members in attendance: Mike Rhea, Jennifer Cummings, Traci Zernicke, Steve Prell, Barb Hartwig, Kit Ruesch, Angela Hansen, Erin Wells, Ronda James, Pat Kilsdonk, Kathy Schultz, Michele Osterbrink, Renee Quinnell
 - d. Others in attendance: Mike Puerner, Travis Spoehr, Kenneth Kubacki, Jeremy Cummings
3. Public Comments:
 - a. Mike Rhea acknowledges the passing of Mike Feirer's wife, and the entire board gives condolences.
4. Approval of Minutes – 9/8/22
 - a. Motion to approve minutes by Norbert Ashbeck, seconded by Greta Rusch.
 - b. Motion passed, minutes approved.
5. Discussion/possible action: Finance committee report
 - a. Report presented by Steve Prell. Full report in packet.
 - b. Motion to approve report by Jim Hampton, seconded by Dona Schwichtenberg.
 - c. Motion passed, report approved.
6. Discussion/possible action: Accept 2021 audit report
 - a. Audit report presented by Steve Prell.
 - b. Motion to approve audit by Norb Ashbeck, seconded by Bill Clendenning.
 - c. Motion passed, audit approved and published.

7. Discussion/possible action: Proposed 2023 budget
 - a. Budget presented by Steve Prell. Proposed budget in packet.
 - b. Motion to approve by Greta Rusch, seconded by Mike Feirer.
 - c. Motion passed, budget approved.

8. Discussion/possible action: Nutrition Program, Wood County Caterer Proposals
 - a. Proposal received presented by Ronda James
 - b. Motion to approve nutrition proposal for Wood County services by John Medo, seconded by Mike Feirer.
 - c. Motion passed, proposal approved.
 - d. Adam Fischer abstains from vote.

9. Discussion/possible action: IT Services Proposals
 - a. Proposal received from five vendors presented by Mike Rhea and Angela Hansen.
 - b. Jeremy Cummings of DeKind fields questions from the Board.
 - c. Travis Spoehr of Lincoln County IT fields questions from the Board.
 - d. Motion to accept Lincoln County IT proposal to provide services to ADRC-CW by Bill Clendenning, seconded by Will Hascall.
 - e. Motion passed, proposal from Lincoln County accepted.
 - f. Norb Ashbeck and Greta Rusch abstain from vote.

10. Discussion Possible action: Board Member Danielle Yuska's resignation from the board.
 - a. Mike Rhea informs the board of Danielle Yuska's resignation being immediate.
 - b. The recruitment of another citizen board member.
 - c. No action taken

11. Discussion/possible action: Wausau Office
 - a. Mike Rhea gives a progress report. The move isn't proposed for some time due to needed build.
 - b. No action taken

12. Discussion-Langlade County, Antigo community YMCA
 - a. John Medo states Bryan Bailey from the Woodson YMCA is doing a needs analysis for the Antigo area.
 - b. No action taken

13. Operations Report
 - a. Mike Rhea points out highlights from the report.
 - i. All Staff Meeting
 - ii. Limelight Awards
 - iii. Hmong Dining Site opening
 - b. Jennifer Cummings mentioned partnerships and community donations.
 - c. Traci Zernicke mentioned new tools for the specialist to provide to customers.



- d. Full report included in the packet.
- e. No action taken

14. Future Agenda Items

- a. Volunteer Coordinator
- b. Communication of program results
- c. Customer Survey results

15. Adjournment:

- a. Motion to adjourn by Jim Hampton, seconded by Greta Rusch
- b. Motion passed, meeting adjourned at 11:31am.



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

**Thursday, November 10th, 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 9:30 am
Technical difficulties moved the meeting to another room. Meeting commenced at 9:41 am
2. Roll Call Attendance: Roll taken by Angela Hansen
 - a. Board attendance: Norbert Ashbeck, Bob Benischek, Bill Clendenning, Mike Feirer, Adam Fischer, Jim Hampton, Will Hascall, Ann Lemmer, John Medo, Kathy Meyer, Tony Omernik, Dona Schwichtenberg
 - b. Board members excused: Chris Dickinson, Greta Rusch
 - c. Staff member in attendance: Mike Rhea, Jennifer Cummings, Traci Zernicke, Erin Wells, Ronda James, Renee Quinnell, Angela Hansen
 - d. Other in attendance: Penny Hulbert, Doug Curler
3. Public Comments
 - a. Mike Rhea acknowledged Jennifer Cummings who announced her retirement from the ADRC-CW. She will be leaving January 6, 2023.
 - b. Tony Omernik provided information on programs addressing social isolation and loneliness. He will provide the fliers for distribution to the board.
4. Approval of Minutes – 10/13/22
 - a. Motion to approve minutes by Mike Feirer, seconded by Bill Clendenning.
 - b. Motion passed minutes approved.
5. Education: Community Resources/Community Health-Erin Wells
 - a. Erin provided education to the board on how the ADRC-CW is working with programs, volunteers, and making community connections.
6. Discussion/possible action: Evaluating Organizational effectiveness
 - a. John Medo requested this agenda item be moved up from #9.
 - b. No objection from the board.

- c. Discussion to provide information to the county boards about what the ADRC-CW is doing and the effectiveness of the work. Data regarding the percentage of the eligible population being served versus the potential population that can be served. Take into consideration not all eligible are seeking the services of the ADRC-CW at this time. There are also funding and resource limitations.
 - i. Citizen board members are members of the service demographic and suggest experiencing the services first hand.
 - ii. County board members suggest presenting more often to the committees.
- d. No action taken

7. Discussion/possible action: Finance committee report

- a. Norbert Ashbeck states the reports and finances were reviewed with no concerns from the committee.
- b. Motion to accept the report by Adam Fischer, seconded by Jim Hampton.
- c. Motion passed, report accepted.

8. Discussion/possible action: Major Contracts and Facility Lease agreements policy

- a. Jim Hampton gave background on the policy review process and provided a draft of the revised policy to the board.
- b. Motion to accept the policy with a wording correction on #2 by Mike Feirer, seconded by Kathy Meyer.
- c. Motion passed, policy accepted.

9. Discussion/possible action: Executive Committee election to replace Danielle Yuska

- a. Motion to nominate Mike Feirer by Jim Hampton seconded by Dona Schwichtenberg.
 - i. No further nominees after three calls.
 - ii. Motion to close nominations and cast unanimous vote by Bill Clendenning, seconded by Norbert Ashbeck.
 - iii. Motion passed, Mike Feirer elected to the ADRC-CW Executive Committee.

10. Operations Report

- a. No action taken

11. Future Agenda Items

- a. Holiday party/cookie exchange

12. Adjournment

- a. Motion to adjourn by Kathy Meyer, seconded by Dona Schwichtenberg.
- b. Motion passed, meeting adjourned at 10:54 am.



**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.