



**AGING & DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN
BOARD MEETING**

**Thursday, July 13th, 2023
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
 - a. Meeting called to order at 9:30 by Ann Lemmer, Board Chair.

2. Roll Call Attendance
 - a. Board members present: Norbert Ashbeck, Carol Bardo, Robert Benishek, Bill Clendenning, Chris Dickinson, Mike Feirer, Adam Fischer, Jim Hampton, Will Hascall, Ann Lemmer, Kathy Meyer, Maria Pregler, and Greta Rusch
 - b. Board members excused: Tony Omernik
 - c. Staff present: Mike Rhea, Kit Ruesch, Steve Prell, Erin Wells, Traci Zernicke, Peggy Kurth, and Angela Hansen
 - d. Others present: Travis Spoehr, Kat Hartwig, Matt Pultz, Riley Kraucyk, John VanLieshout, Kim McCann, and Penny Hurlbert

3. Public Comments
 - a. Ann Lemmer wanted to recognize and offer condolences to Norbert Ashbeck on the loss of his wife.
 - b. Travis Spoehr, Director of IT for Lincoln County introduces his team to the board. Lincoln County IT provides technical support to the ADRC-CW.

4. Approval of Minutes – 6/8/23
 - a. Motion to approve the minutes from June 8, 2023 by Greta Rusch, seconded by Norbert Ashbeck.
 - b. Motion passed, minutes approved.
 - c. Error in May minutes (Bill missing from the policy committee list) will add the correction to the agenda for next time.

5. Discussion/possible action: Finance report
 - a. Steve Prell presents the report. Reviewed the items in the packet, Workday reports. Old records from Cayenta are no longer accessible. Another program will allow access to the older records.
 - b. Grant reporting will be ready for the next meeting. Working through the process in Workday, catching up on how grant information is presented in Workday.
 - c. Full report in the board packet.
 - d. Motion to accept the report by Mike Feier, seconded by Bill Clendenning.
 - e. Motion passed, report accepted.

6. Discussion: Update on Lifeline-Traci Zernicke
 - a. Information presentation answering questions previously posed on the topic.
 - b. No action taken.

7. Discussion/possible action: Closed Session Meeting Policy
 - a. Mike Rhea provides information from the meeting as Ann Lemmer was unable to attend.
 - b. Policy was reviewed by Marathon and Wood County Corporation Councils based on the questions from the March meeting.
 - i. Chris Dickinson discussed the ability to record closed sessions. It is legal to do, should that be included in the policy.
 - ii. Bill Clendenning states the legislators should include it in the statutes.
 - iii. Board discussion did not lead to an addition to the policy.
 - c. Motion to accept the policy as written by Bill Clendenning, seconded by Norbert Ashbeck.
 - d. Motion passed with one opposed, Carol Bardo. Policy accepted by the board.

8. Discussion/ Possible action: Annual report
 - a. Mike Rhea reviews the report.
 - b. Page 5 has an edit to the note at the bottom, “**Benefit Specialist reporting system captures only partial contact data.*”
 - c. Motion to accept the annual report by Chris Dickinson, seconded by Greta Rusch.
 - d. Motion passed, report accepted.
 - i. Next steps will be to present the report to the member county boards.

9. Discussion/Possible Action: Update on Office Leases
 - a. Mike Rhea brings to the board an update on leases that are coming to an end and where things are.
 - i. Wisconsin Rapids and Marshfield leases are coming to an end at the end of the year and early next year respectively.

- ii. Communication with the City of Wisconsin Rapids for negotiations on the current space. Marshfield space is more than what we need. Connecting with the County regarding options in the area. Looking to Mike Feier for assistance on a space. Discussions with Marathon county for the Wausau office space continues.
- b. No action taken.

10. Education Item: Volunteer Services-Peggy Kurth

- a. Peggy Kurth provides an educational presentation on the ADRC-CW volunteer program.
- b. No action taken.

11. Operations Report

- a. Mike Rhea highlights some key points of the report.
 - i. State budget impact on the ADRCs.
 - ii. Antigo dining site relocation request. Plan is to keep the dining site at the Antigo Senior Center four days a week and once a week at the Langlade Senior Center.
 - iii. Strategies to develop a dining site in Marathon County.
- b. Kit provides preliminary data since the regionalization in May.
 - i. Distribution of work is clearly evening out among the staff.
- c. Full report in the packet.

12. Future Agenda Items

- a. Next meeting is in Marshfield
- b. Make sure to get the Conflict of Interest form to the ADRC-CW.

13. Adjournment

- a. Meeting adjourned at 11:00 am.