



**AGING & DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN  
EXECUTIVE COMMITTEE MEETING**

**Thursday, January 7, 2021  
10:00 A.M.**

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.

**This meeting will be held at the ADRC-CW, 2600 Stewart Avenue, Suite 25, Wausau, WI.** State of Wisconsin Emergency Order #1 requires a face covering whenever you are indoors or in an enclosed space and other people are present in the same room or space. **PLEASE WEAR YOUR MASK.**

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- Join with Google Meet by clicking on this link:  
<https://meet.google.com/xab-ziss-yzz?hs=122&authuser=0>
- Join via phone by calling 1-617-675-4444 and when asked, enter the following PIN: 859 171 528 292#

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**AMENDED AGENDA**

1. Call to Order
2. Public Comments

<b>Antigo</b> 715-627-6232 1225 Langlade Rd Antigo, WI 54409	<b>Marshfield</b> 715-384-8479 300 S Peach Ave Suite 1 Marshfield, WI 54449	<b>Merrill</b> 715-536-0311 607 N Sales St Suite 206 Merrill, WI 54452	<b>Wausau</b> 715-261-6070 2600 Stewart Ave Suite 25 Wausau, WI 54401	<b>Wisconsin Rapids</b> 715-421-0014 220 3 <sup>rd</sup> Avenue S Suite 1 Wisconsin Rapids, WI 54495
Toll Free: 1-888-486-9545 Email: <a href="mailto:adrc@adrc-cw.org">adrc@adrc-cw.org</a> Website: <a href="http://www.adrc-cw.org">www.adrc-cw.org</a>				
<i>WE PROVIDE WELCOMING, TRUSTWORTHY, RESPECTFUL, COLLABORATIVE, AND EMPOWERING SERVICES, PROGRAMS, AND OPPORTUNITIES.</i>				

3. Approval of Minutes – July 23, 2020
4. Discussion/possible action – ROLL CALL VOTE TO GO INTO CLOSED SESSION pursuant to Wis. Stat. §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 exercises responsibility, namely, the performance evaluation of the Executive Director of the ADRC of Central Wisconsin.
5. Motion to Return to Open Session
6. Possible Announcements or Action Resulting from Closed Session
7. Future Agenda Items
8. Adjournment

Any person planning to attend this meeting who needs some type of special accommodation in order to participate should call the County Clerk's Office at 715-261-1500 or e-mail [infomarathon@mail.co.marathon.wi.us](mailto:infomarathon@mail.co.marathon.wi.us) one business day before the meeting.

FAXED TO WAUSAU DAILY HERALD, WR  
 TRIBUNE, MARSHFIELD NEWS  
 HERALD & ANTIGO DAILY JOURNAL  
 Date \_\_\_\_\_ Time \_\_\_\_\_ AM/PM  
 By \_\_\_\_\_

Signed:  
Tim Buttke, Chair  
 THIS NOTICE POSTED AT THE COURTHOUSE  
 Date \_\_\_\_\_ Time \_\_\_\_\_ AM/PM  
 By \_\_\_\_\_



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

**Thursday, January 7, 2021  
10:00 A.M.**

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.

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**AGENDA**

1. Call to Order
2. Public Comments
3. Approval of Minutes – July 23, 2020

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 Date \_\_\_\_\_ Time \_\_\_\_\_ AM/PM  
 By \_\_\_\_\_

Signed:  
Tim Buttke, Chair  
 THIS NOTICE POSTED AT THE COURTHOUSE  
 Date \_\_\_\_\_ Time \_\_\_\_\_ AM/PM  
 By \_\_\_\_\_

**Executive Committee Meeting Minutes**  
Aging and Disability Resource Center of Central Wisconsin (ADRC-CW)  
2600 Stewart Avenue, Suite 25, Wausau, Wisconsin  
January 7, 2021

**Committee members present:** Chairman Tim Buttke, Jim Hampton, Danielle Yuska, Sandi Cihlar, Dora Gorski

**Committee members absent:** None

**Others present:**

**1. Call to Order**

The meeting was called to order by Chairman Tim Buttke at 10:05 a.m.

**2. Public Comments**

Danielle asked about client access and opening office.

**3. Approval of Executive Committee Minutes – July 23, 2020**

Motioned by Jim Hampton, seconded by Danielle Yuska to approve minutes. Motion carried.

**4. Discussion/possible action – ROLL CALL VOTE TO GO INTO CLOSED SESSION pursuant to Wis. Stat. §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 exercises responsibility, namely, the performance evaluation of the Executive Director of the ADRC of Central Wisconsin.**

Motion by Dora Gorski, seconded by Jim Hampton to go into closed session. Motion carried.

**5. Motion to Return to Open Session**

Motion by Danielle Yuska, seconded by Sandi Cihlar to return to open session. Motion carried.

**6. Possible Announcements or Action Resulting from Closed Session**

**7. Future Meeting Schedule and Agenda Items**

January 15, 2021 at 10:00 a.m. to further evaluate.

**8. Adjournment**

The meeting adjourned at 11:56 a.m. Motion by Jim Hampton, seconded by Dora Gorski. Motion carried.



**AGING & DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN  
EXECUTIVE COMMITTEE MEETING**

**Friday, January 15, 2021  
10:00 A.M.**

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 By \_\_\_\_\_

Signed:  
Tim Buttke, Chair  
 THIS NOTICE POSTED AT THE COURTHOUSE  
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 By \_\_\_\_\_

**Executive Committee Meeting Minutes**  
Aging and Disability Resource Center of Central Wisconsin (ADRC-CW)  
2600 Stewart Avenue, Suite 25, Wausau, Wisconsin  
January 15, 2021

**Committee members present:** Chairman Tim Buttke, Jim Hampton, Danielle Yuska, Sandi Cihlar, Dora Gorski

**Committee members absent:** None

**Others present:**

**1. Call to Order**

The meeting was called to order by Chairman Tim Buttke at 10:06 a.m.

**2. Public Comments**

None

**3. Approval of Executive Committee Minutes – January 7, 2021**

Motioned by Jim Hampton, seconded by Danielle Yuska to approve minutes. Motion carried.

**4. Discussion/possible action – ROLL CALL VOTE TO GO INTO CLOSED SESSION pursuant to Wis. Stat. §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 exercises responsibility, namely, the performance evaluation of the Executive Director of the ADRC of Central Wisconsin.**

Motion by Danielle Yuska, seconded by Jim Hampton to go into closed session. Motion carried.

**5. Motion to Return to Open Session**

Motion by Dora Gorski, seconded by Jim Hampton to return to open session. Motion carried.

**6. Possible Announcements or Action Resulting from Closed Session**

**7. Future Meeting Schedule and Agenda Items**

January 21, 2021 at 10:00 a.m. to further evaluate.

**8. Adjournment**

The meeting adjourned at 1:05 p.m. Motion by Jim Hampton, seconded by Danielle Yuska. Motion carried.





**AGING & DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN  
EXECUTIVE COMMITTEE MEETING**

**Thursday, January 21, 2021  
10:00 A.M.**

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Signed:  
Tim Buttke, Chair  
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**Executive Committee Meeting Minutes**  
Aging and Disability Resource Center of Central Wisconsin (ADRC-CW)  
2600 Stewart Avenue, Suite 25, Wausau, Wisconsin  
January 21, 2021

**Committee members present:** Chairman Tim Buttke, Jim Hampton, Danielle Yuska, Sandi Cihlar, Dora Gorski

**Committee members absent:** None

**Others present:**

**1. Call to Order**

The meeting was called to order by Chairman Tim Buttke at 10:20 a.m.

**2. Public Comments**

None

**3. Approval of Executive Committee Minutes – January 15, 2021**

Motioned by Jim Hampton, seconded by Dora Gorski to approve minutes. Motion carried.

**4. Discussion/possible action – ROLL CALL VOTE TO GO INTO CLOSED SESSION pursuant to Wis. Stat. §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 exercises responsibility, namely, the performance evaluation of the Executive Director of the ADRC of Central Wisconsin.**

Motion by Tim Buttke, seconded by Dora Gorski to go into closed session. Motion carried.

**5. Motion to Return to Open Session**

Motion by Dora Gorski, seconded by Jim Hampton to return to open session. Motion carried.

**6. Possible Announcements or Action Resulting from Closed Session**

The Executive Committee finalized the performance summary documents of the Executive Director. After the completion of the documents the Executive Director was invited into close session to review the documents together. The Executive Director's performance summary document will go to full board on 2/11/2021.

**7. Future Meeting Schedule and Agenda Items**

**8. Adjournment**

Motion to adjourn by Jim Hampton, seconded by Sandi Cihlar. Motion carried.



**AGING & DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN  
EXECUTIVE COMMITTEE MEETING**

**Monday, May 3, 2021  
10:00 A.M.**

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.

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**AGENDA**

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2. Public Comments

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3. Approval of Minutes – January 21, 2021
4. Discussion/possible action – Merger of the ADRC-CW Board and the ADRC-CW Advisory Committee
5. Future Agenda Items
6. Adjournment

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Signed:  
Tim Buttke, Chair  
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By \_\_\_\_\_

**Executive Committee Meeting Minutes**  
Aging and Disability Resource Center of Central Wisconsin (ADRC-CW)  
2600 Stewart Avenue, Suite 25, Wausau, Wisconsin  
May 3, 2021

**Committee members present:** Chairman Tim Buttke, Jim Hampton, Sandi Cihlar-virtually

**Committee members absent:** Danielle Yuska (excused), Dora Gorski

**Others present:** Bill Clendening virtually

**1. Call to Order**

The meeting was called to order by Chairman Tim Buttke at 10:00 a.m.

**2. Public Comments**

None

**3. Approval of Executive Committee Minutes – January 21, 2021**

Motioned by Sandi Cihlar, seconded by Jim Hampton to approve minutes. Motion carried.

**4. Discussion/possible action – Merger of the ADRC-CW Board and the ADRC-CW Advisory Committee**

The Executive Committee discussed the combining of the ADRC-CW Board and the ADRC-CW Advisory Committee. After discussion motion was made by Sandi Cihlar, seconded by Jim Hampton to recommend to the full ADRC-CW Board to continue with the current board and committee structure as is, and to direct staff to explore ways to find more active, viable candidates for the Advisory Committee. Motion Carried.

**5. Future Meeting Schedule and Agenda Items**

**6. Adjournment**

Motion to adjourn by Jim Hampton, seconded by Sandi Cihlar. Motion carried. Meeting adjourned at 10:37 a.m.

**AGING & DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN  
EXECUTIVE COMMITTEE MEETING**

**ADRC-CW, 2600 Stewart Avenue, Suite 25, Wausau, WI.**

**Thursday, August 12, 2021  
11:30 A.M.**

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.

**This meeting will be held in person at the ADRC-CW, 2600 Stewart Avenue, Suite 25, Wausau, WI. Due to the COVID-19 pandemic, the CDC, and associated local, state, and federal public health recommendations, we ask that if you have not been vaccinated or are not two weeks outside of your second vaccination, please wear a face mask and social distance or call in via video and/or teleconference.** You may participate in the meeting by using the following:

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AGENDA

1. Call to order
2. Public Comments
3. Approval of Executive Committee Minutes – May 3, 2021
4. Discussion/possible action – ROLL CALL VOTE TO GO INTO CLOSED SESSION pursuant to Wis. Stat. §19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.
5. Motion to Return to Open Session
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Signed:  
Tim Buttke, Chair

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Date \_\_\_\_\_ Time \_\_\_\_\_ AM/PM  
By \_\_\_\_\_

**ADRC-CW AGING AND DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN**

**ADRC-CW**

**Executive Board Committee **DRAFT** Minutes**

Location: 2600 Stewart Ave, Suite 25, Wausau WI

Video and Teleconference

August 12, 2021

**Executive Committee Members Present:** Tim Buttke, Sandi Cihlar, Will Hascal, Danielle Yuska, and Dora Gorski

**Excused:** none

**Others Present:** Steve Prell, Jonette Arms, Mike Rhea, and Ronda James representing staff, and Chris Ghidorzi and Luke Kummer representing Ghidorzi

**1. Call to Order:**

a. Meeting was called to order at 11:34 AM by Tim Buttke

**2. Public Comments** - none

**3. Approval of Minutes 5/3/2021:** a. Motion to approve the minutes from 5/3/2021 by Sandy Cihlar; second by Danielle Yuska. Motion to approve amended minutes approved

**4. Discussion/Possible Action** – VOTE TO GO INTO CLOSED SESSION pursuant to Wis. Stat. §19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

Motion to go into closed session by Dora Gorski; second by Danielle Yuska. Motion approved

Roll call taken by Ronda James at 11:36 AM

Dora Gorski

Tim Buttke

Sandi Cihlar

Danielle Yuska

Will Hascal

It has been brought to the ADRC-CW Board's attention the concern about ongoing leaks into the ADRC-CW suite. It's more than leaking from DaVita Dialysis. It's also condensation, humidity, and rain or melting snow. Seeking open conversation to see how the problems can be mitigated.



Chris Ghidorzi states that he appreciates the unique situation and the ability to discuss it. ADRC-CW is a key tenant in this key Ghidorzi building. Ghidorzi has recently replaced the roof, parking, and landscaping. The new building to the north of the 2600 Stewart Ave building has created some issues. Ghidorzi is working closely with DaVita Dialysis. DaVita Dialysis leadership expresses empathy toward the situation.

Luke Kummer reports that DaVita Dialysis has been more proactive in the past few weeks. The north, central, and south cabinetry areas in DaVita's space (above Ronda, Scott, and NCHC APS) have been the cause of some leaks due to a specific line and valves causing leaks. Twenty four of the 54 total valves have been replaced and the remainder are on backorder. This week an epoxy and flexsteel coating has been applied to the inside of the cabinetry. Absorbent material will be placed on the bottom of the cabinetry to catch leaks. The north and center cabinets were completed 8/10/21. There has been more communication with DaVita Dialysis on-site maintenance staff. This an increase from the past, and this staff is now present 28-30 hours per week.

Liquids leaking into ADRC-CW suite are described as non-toxic and not a biohazard.

Tim Buttke states the leaking upstairs from the ADRC-CW space is not our concern. It should be a DaVita Dialysis and Ghidorzi concern. Ronda James states that since ADRC-CW moved into this suite in December 2016, leaking has been a concern. Mike Rhea states that the leaking impacts our ability to do our job and serve customers. There was significant leaking prior to ADRC-CW leasing this space. Ghidorzi promised ADRC-CW that the leaking would be rectified prior to move-in. The fact that the leaking continues has caused significant frustrations.

ADRC-CW Board is aware that Ghidorzi has been immediately accommodating at the time of leaks. DaVita Dialysis staff has not been receptive or welcoming of ADRC-CW staff concern when there is an active leak. Luke stated communication should be given to him so he can talk directly with DaVita.

Chris apologized for the stress and energy spent on this. Ghidorzi is working diligently and at great expense to put lots of pressure on DaVita Dialysis. He is hoping for longer periods of time between issues with leaking. Is hopeful to get to "the other side" sooner than later for ADRC-CW and other tenants.

Luke offered to provide a written communication plan every two weeks for a few months, and then maybe not as often as things are resolved. The Executive Committee agrees with this plan and will report back to the full Board. Danielle Yuska asked for updates on potential mold. Chris offered to set up air quality testing in the ADRC-CW suite. Luke proposed sit-down discussions more regularly to improve communication.

**5. Motion by Dora Gorski to Return to Open Session; second by Sandi Cihlar.**

**6. Possible Announcements or Action Resulting from Closed Session**

Ghidorizi's commitment to improvements and increased communication. The Executive Committee Meeting Minutes and Luke's summary will be shared with the full ADRC-CW Board.

**7. Future Meeting Schedule and Agenda Items** - none

**8. Adjournment**

a. Motion to adjourn by Sandi Cihlar; second by Will Hascal. Motion approved. Meeting adjourned at 12:08 PM.

Respectfully submitted by Ronda James



**AGING & DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN  
EXECUTIVE COMMITTEE MEETING**

**Wednesday, October 27, 2021  
11:00 A.M.**

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.

This meeting will be held in person at the ADRC-CW, 2600 Stewart Avenue, Suite 25, Wausau, WI.

Due to the COVID-19 pandemic, the CDC and associated local, state, and federal public health recommendations, **regardless of your vaccination status, we ask that everyone please wear a face mask and social distance or call in via video and/or teleconference.** You may participate in the meeting by using the following:

- Join with Google Meet by clicking on this link:  
<https://meet.google.com/ygh-qcwb-nwt?authuser=0>
- Join via phone by calling 1-617-675-4444 and when asked, enter the following PIN: 120 530 935 1883#

If you are joining by phone or computer, **PLEASE PUT YOUR PHONE or COMPUTER SPEAKER ON MUTE!** Use \*6 (star 6) to put phones on mute or take phones off mute.

**AGENDA**

1. Call to Order
2. Public Comments
3. Approval of Minutes – August 12, 2021

<b>Antigo</b> 715-627-6232 1225 Langlade Rd Antigo, WI 54409	<b>Marshfield</b> 715-384-8479 300 S Peach Ave Suite 1 Marshfield, WI 54449	<b>Merrill</b> 715-536-0311 607 N Sales St Suite 206 Merrill, WI 54452	<b>Wausau</b> 715-261-6070 2600 Stewart Ave Suite 25 Wausau, WI 54401	<b>Wisconsin Rapids</b> 715-421-0014 220 3 <sup>rd</sup> Avenue S Suite 1 Wisconsin Rapids, WI 54495
Toll Free: 1-888-486-9545 Email: <a href="mailto:adrc@adrc-cw.org">adrc@adrc-cw.org</a> Website: <a href="http://www.adrc-cw.org">www.adrc-cw.org</a>				
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4. Discussion/possible action – Develop candidate profile for Executive Director recruitment process
5. Discussion/possible action – Interim plans during recruitment of new Executive Director
6. Future Agenda Items
7. Adjournment

Any person planning to attend this meeting who needs some type of special accommodation in order to participate should call the County Clerk's Office at 715-261-1500 or e-mail [infomarathon@mail.co.marathon.wi.us](mailto:infomarathon@mail.co.marathon.wi.us) one business day before the meeting.

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Date \_\_\_\_\_ Time \_\_\_\_\_ AM/PM  
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Signed:  
Tim Buttke, Chair  
THIS NOTICE POSTED AT THE COURTHOUSE  
Date \_\_\_\_\_ Time \_\_\_\_\_ AM/PM  
By \_\_\_\_\_

**AGING & DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN  
EXECUTIVE BOARD COMMITTEE MEETING MINUTES**

Location: 2600 Stewart Ave., Suite 25, Wausau, WI  
Video and Teleconference

Wednesday, October 27, 2021 @ 11:00 A.M.

**Executive Committee Members Present:** Tim Buttke, Will Hascal, Danielle Yuska, and Sandi Cihlar

**Absent:** Dora Gorski

**Others Present:** Jonette Arms

**Call to Order:** Meeting was called to order at 11:13 by Tim Buttke.

**Public Comments:** None

**Approval of Minutes 08/12/2021:** Motion by Will Hascal to approve minutes of 08/12/2021, motion seconded by Danielle Yuska. Motion to approve minutes passed unanimously.

**Discussion/Possible Action - Develop candidate profile for Executive Director recruitment process:** Executive Committee reviewed the *Recruitment Process for Executive Director Policy*, and discussion took place regarding the process. Chair Buttke has met with Marathon County Human Resources Analyst, Boly Vang, who will be assisting the Executive Committee during Executive Director recruitment process. The Executive Committee will be expanding the selection committee, and inviting Jim Hampton and Dona Schwichtenberg to assist Executive Committee in this process.

**Discussion/Possible Action - Interim Plans during Recruitment of new Executive Director:** It was noted the process could take a few months, should there be consideration of an Interim Director during the gap of time? Currently, there is no process in place to appoint an Interim Director. Executive Director, Jonette Arms was invited to join Executive Committee discussion, and to share her thoughts/experiences on this process. Chair Buttke suggested that if time allowed, there could be value in conducting an exit interview with Jonette. The selection committee could benefit from insights gained in the process. Chair Buttke will meet with Marathon County Employee Resources to seek direction regarding Interim Director position appointment/selection - what does selection committee need to know? He will keep selection committee informed, and determine next meeting date after coordinating with Boly Vang, and Molly Adzic of Marathon County Employee Resources.

**Adjournment:** Motion to adjourn made by Danielle Yuska, and seconded by Will Hascal. Motion to adjourn passed unanimously. Meeting was adjourned at 12:18 P.M.

Respectively submitted by Sandi Cihlar



**AGING & DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN  
EXECUTIVE COMMITTEE MEETING**

**Thursday, November 4, 2021  
3:00 P.M.**

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.

This meeting will be held in person at the Marathon County Employee Resources Department, 500 Forest Street, Wausau, WI.

Due to the COVID-19 pandemic, the CDC and associated local, state, and federal public health recommendations, **regardless of your vaccination status, we ask that everyone please wear a face mask and social distance or call in via video and/or teleconference.** You may participate in the meeting by using the following:

Join from the meeting link

<https://ccitc.webex.com/ccitc/j.php?MTID=ma3a30d995c89b342ff68e0360526f4e6>

Join by meeting number

Meeting number (access code): 2493 962 3144

Meeting password: 1234

Tap to join from a mobile device (attendees only)

+1-408-418-9388,,24939623144### United States Toll

Join by phone

+1-408-418-9388 United States Toll

Global call-in numbers

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Toll Free: 1-888-486-9545 Email: <a href="mailto:adrc@adrc-cw.org">adrc@adrc-cw.org</a> Website: <a href="http://www.adrc-cw.org">www.adrc-cw.org</a>				
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## AGENDA

1. Call to Order
2. Public Comments
3. Approval of Minutes – October 27, 2021
4. Discussion/possible action – ADRC Director Recruitment & Planning
5. Future Agenda Items
6. Adjournment

Any person planning to attend this meeting who needs some type of special accommodation in order to participate should call the County Clerk's Office at 715-261-1500 or e-mail [infomarathon@mail.co.marathon.wi.us](mailto:infomarathon@mail.co.marathon.wi.us) one business day before the meeting.

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Signed:  
Tim Buttke, Chair \_\_\_\_\_  
THIS NOTICE POSTED AT THE COURTHOUSE  
Date \_\_\_\_\_ Time \_\_\_\_\_ AM/PM  
By \_\_\_\_\_

## **AGING & DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN EXECUTIVE COMMITTEE MEETING MINUTES**

Location: Employee Resources Conference Room, Marathon County  
Courthouse, 500 Forest Street, Wausau, WI  
& Video & Teleconference

Thursday, November 4, 2021 @ 3:00 P. M.

**Committee Members Present:** Tim Buttke, Will Hascal, Sandi Cihlar, James Hampton and Dona Schwichtenberg

**Excused:** Danielle Yuska

**Absent:** Dora Gorski

**Others Present:** Bill Clendenning, Molly Adzic and Boly Vang

**Call to Order:** Meeting was called to order at 3:03 P.M. by Chair Buttke.

**Public Comments:** None

**Approval of Minutes 10/27/2021:** Motion to approve minutes made by Will Hascal, motion seconded by Tim Buttke. Motion passed unanimously.

### **Discussion/Possible Action - ADRC Director Recruitment & Planning:**

Discussion took place regarding merits of enlisting ADRC-CW Leadership Team to assume responsibility of leading the organization during recruitment of Executive Director, versus appointment of an Interim Director. Chair Buttke will schedule meeting with Leadership Team, and Selection Committee members to explore options. Documents listing criteria for Executive Director reviewed/ shared. Molly Adzic detailed process and time frame for posting the position. Once Employee Resources receives final job description from Chair Buttke, they will post the position until 1/10/22. Posting will be in all four ADRC-CW member counties, in addition to the multiple sites normally used by Employee Resources. Employee Resources will assist in screening process, selecting those meeting criteria, and narrowing the list of qualified candidates. Potentially, applicants will be screened by 1/17/22, with those meeting qualifications scheduled for first round of interviews during week of 1/31/22. Employee Resources recommends a second round of interviews. Potentially, candidates involved in second interview could meet with full Board and management team.



**Future Agenda Items:** Report back from November 9, 2021, 11:00 A.M. meeting of Selection Committee members with ADRC-CW Leadership Team/Department Heads.

**Adjournment:** Motion to adjourn by Will Hascal, motion seconded by James Hampton. Motion passed unanimously. Meeting adjourned at 4:03 P.M.

Respectively submitted,

Sandi Cihlar, Secretary



**AGING & DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN  
EXECUTIVE COMMITTEE MEETING**

**Thursday, November 11, 2021  
11:30 A.M.**

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.

This meeting will be held in person at the ADRC-CW, 2600 Stewart Avenue, Suite 25, Wausau, WI.

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- Join via phone by calling 1-617-675-4444 and when asked, enter the following PIN: 843 004 289 1781#

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**AGENDA**

1. Call to Order
2. Public Comments
3. Approval of Minutes – November 4, 2021

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4. Discussion/possible action – ADRC Director Recruitment & Planning

5. Future Agenda Items

6. Adjournment

Any person planning to attend this meeting who needs some type of special accommodation in order to participate should call the County Clerk's Office at 715-261-1500 or e-mail [infomarathon@mail.co.marathon.wi.us](mailto:infomarathon@mail.co.marathon.wi.us) one business day before the meeting.

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Signed:

Tim Buttke, Chair

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