



AGING & DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN BOARD MEETING
2600 Stewart Ave Suite 25
Wausau, WI 54401

Thursday, February 8th 2024
9:30 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.

MINUTES

1. Call to Order
 - a. Meeting called to order by Ann Lemmer at 9:30am.
2. Roll Call Attendance
 - a. Board Members Present: Norbert Ashbeck, Carol Bardo, Robert Benishek, Bill Clendenning, Mike Feirer, Jim Hampton, William Hascall, Ann Lemmer, Kathleen Meyer, Tony Omernik, Maria Pregler, and Greta Rusch
 - b. Board Members Excused: Chris Dickinson and Adam Fischer
 - c. Staff Present: Mike Rhea, Steve Prell, Erin Wells, Traci Zernicke, Ronda James, Kit Ruesch, Angela Hansen, Barb Hartwig, Molly Morris, Michele Osterbrink, and Holly Thompson
 - d. Others Present: Penny Hurlbert and Kinsey Cross
3. Board Comments
 - a. Ann Lemmer shared that she is a member of the Longfellow Neighborhood Group in the City of Wausau where ADRC-CW's Dementia Specialist, Jennifer Thompson, presented. Ann expressed that Jennifer's presentation was fantastic and was needed within the community.
4. Public Comments
 - a. Mike Rhea announced that Angela Hansen is resigning. Her last day will be Friday, February 9. Mike Rhea spoke of the huge impact Angela has had on the organization and wished her luck in her future endeavors.

5. Approval of Minutes – 1/11/24
 - a. Motion to approve by Greta Rusch, seconded by Mike Feirer
 - b. Motion carried, minutes approved

6. Discussion/possible action: Finance committee update
 - a. Steve Prell shared that the finance committee met prior to the Board meeting to discuss Agenda Item #7 and Agenda Item #9.
 - b. Financial information was not provided in the board packet this month as the Fiscal Department is in the process of closing out the fiscal year.

7. Discussion/possible action: Budget Adjustment
 - a. Steve Prell explained that an amendment will need to be made in Workday due to a change in the ADRC Base Contract.
 - i. Mike Rhea shared that the State of WI created and put to use an allocation model that allowed the ADRC-CW to receive an increase in allocation. The increase is a permanent increase starting in 2024.
 - ii. Mike stated that further discussion will be had pertaining to how the additional funding will be budgeted.
 - iii. Steve Prell explained that the allocation increase is an increase to the base contract, and the base contract specifically provides funding to programs that do time reporting and draw MA dollars; therefore, this funding needs to be used for ADRC programs rather than Aging programs.
 - iv. Mike Rhea expressed that this change in funding was a reaction to an immense amount of advocacy and connecting with representatives.
 - b. Steve Prell shared that, due to the efforts of Erin Wells and Ronda James, the ADRC-CW has been awarded a \$35,000 Connexus grant to be used toward the funding of a nutrition vehicle.
 - c. Motion to approve by Tony Omernik, seconded by Will Hascall
 - d. Motioned carried, Budget Adjustments approved

8. Discussion/possible action: Office leases
 - a. Lincoln County
 - i. Proposed Lincoln County lease provided in board packet.
 - ii. Mike Rhea stated that he contacted the administrator for Lincoln regarding concerns related to the possible change of ownership of the leased building space. This contact resulted in the wording of the lease being changed. The new wording provides the ADRC-CW more options in the event of new ownership.
 - iii. Ann Lemmer inquired about differences in the utilities, maintenance, rental schedules, and parking when comparing each county's lease to one another.
 - iv. Ann Lemmer expressed concern that there is no mention of parking within the Lincoln County lease.

- v. Steve explained that the way utilities are calculated and the maintenance schedules available vary from building to building. He also shared that some leases are quarterly and some are monthly depending upon the mutual agreement made with the individual lessor.
 - vi. Erin Wells stated that the Merrill office only has one day a week with limited parking, and the maintenance team is great.
 - vii. Motion to approve by Bill Clendening, seconded Jim Hampton
 - viii. Norbet Ashbeck abstained due to a conflict of interest
 - ix. Motion carried, Lincoln County lease approved
- b. Wisconsin Rapids
- i. Mike Rhea presented and reviewed the Wisconsin Rapids. The lease was not provided in the packet due to time constraints.
 - ii. Steve Prell informed that the proposed lease includes a reduction in cost when compared to the previous Wisconsin Rapids lease; however, an escalator has been built in.
 - iii. Steve Prell explained the history with the City of Wisconsin Rapids that possibly led to the cost reduction, and he shared that several things that were unclear in the current lease have been clarified in the proposed lease.
 - iv. Mike Rhea shared that parking is sufficient, and there are no service reductions included in the proposed lease.
 - v. Motion to approve by Mike Feirer, seconded by Norbert Ashbeck
 - vi. Motion carried, Wisconsin Rapids lease approved
- c. Marshfield
- i. Mike Rhea explained that the Marshfield lease does not expire until the end of March, and he shared that many spaces were toured to investigate if there would be any other potential spaces within the community that would fit the needs of the ADRC-CW.
 - ii. Mike Rhea continued to explain that the research concluded that the current leased space is the most suitable space for the ADRC-CW within the Marshfield community; therefore Marshfield office liaison, Kit Ruesch, connected with the private landlord to inquire about a 2 year extension of the lease.
 - iii. Mike Rhea added that negotiations were made and a proposed lease document will be provided for the board to review during the March 2024 board meeting.
 - iv. Jim Hampton inquired as to how many staff members are in the Marshfield office.
 - v. Kit Ruesch replied that there are 9 staff members including the current intern.
 - vi. Mike Rhea added that customer traffic has increased.
 - vii. Norbert Ashbeck expressed that there is enough distance between the two Wood County offices making it sensible to serve Wood County residents out of both locations.

- d. Wausau
 - i. Mike Rhea recapped the recent history regarding the possibility of the Wausau office moving to Marathon County's restructured Lake View campus
 - ii. Mike Rhea shared that a lease for the Lake View campus has been presented for consideration.
 - iii. Mike Rhea added that, due to the concerns with the current office space, the Wausau office has obtained written permission to exit the lease early.
 - iv. Several board members expressed the need for further analysis of the proposed Lake View campus lease and the need for cost comparables.
 - v. Will Hascall expressed that moving to the proposed Lake View campus would lead to a happier and more productive staff.
 - vi. Mike Feirer expressed concern for possible health hazards within the current office space.
 - vii. Board members discussed details pertaining to the build-out of the proposed office space as well the preparation and time involved.
 - viii. Motion to definitively state the ADRC-CW is leaving the current Wausau office space by Will Hascall, seconded by Bill Clendenning
 - ix. Motion passed
 - x. Motion to actively explore other options within the Wausau Community in addition to considering the Lake View Campus by Robert Benishek, seconded by Carol Bardo
 - xi. Motion lost, opened for discussion
 - xii. Board members discussed the various time constraints involved in looking at multiple office spaces.
 - xiii. Motion withdrawn by Robert Benishek

9. Discussion/possible action: Connexus Grant

- a. Connexus grant approved during discussion of Agenda Item #7: Budget Adjustment

10. Discussion/possible action: Operations plan Review and Update

- a. Mike Rhea reviewed the 2023-2024 Operations Plan and provided an overview of the updated 2024-2025 Operations Plan.

11. Discussion/Possible Action: Board application-Joel Z

- a. Mike Rhea presented a board member application interested in representing the 60 and older population
- b. Mike Rhea shared that the applicant, Joel Z, is from Antigo, serves on several boards, and participates in many volunteer opportunities.
- c. Carol Bardo expressed knowledge of Joel Z being very active in and committed to the community.
- d. Ann Lemmer shared that, upon a carried motion, the application would move on to the four counties for approval.
- e. Motion to approved by Tony Omernick, seconded by Jim Hampton
- f. Motion carried, Board member application approved

12. Education Item: Aging Services- Prevention

- a. Mike Rhea and Erin Wells provided a presentation about Aging Services which offered details about the Nutrition programs, the Caregiver Support Specialists, the Health Living Team, and the Volunteer Coordinator and Services.

13. Operations Report

- a. Mike Rhea presented the operations report
- b. Full report provided in the board packet.

14. Closing Board discussion or comments

- a. Tony Omernik offered a compliment to Erin Wells stating that it was nice to receive the Advisory Committee member list as it was a reminder of their involvement and the variety of people committed to the ADRC-CW.

15. Future Agenda Items

- a. No comments

16. Adjournment

- a. Motion to adjourn by Greta Rusch, seconded by Carol Bardo
- b. Meeting adjourned at 11:24am