



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

**February 08, 2024  
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.

**Minutes**

1. Call to Order
  - a. Meeting Called to order by Ann Lemmer @ 11:36
  - b. Attendance:
    - i. Committee Members Present: Ann Lemmer, Jim Hampton, Norbert Ashbeck
    - ii. Committee Members Absent: Adam Fischer, Mike Feirer
    - iii. Others Present: Bill Clendenning (left before closed session)
2. Public Comments
  - a. None
3. Approval on Minutes 01/11/24
  - a. Motion by Ashbeck, Second by Hampton
  - b. Motion passed, minutes approved
4. Discussion/Possible Action: Executive Director Review process and Organizational goal setting timelines
  - a. Policy timeline will be adjusted so that tasks previously completed in January will be moved to February, and tasks previously completed in February will be moved to March to allow for the Executive Director's adjusted timeline for the operation report. Mike will make the changes to the written policy to be approved by the full board in March.
  - b. The Community Partner's Survey will be broadened to encompass all partners to get a wider view of our collaboration. The survey itself will be reformatted so that we capture the demographic (i.e. governmental agency, non-governmental agency, small agency, state agency, GWAAR organization, and specific county).

- c. Surveys will be run through our quality manager and the Marathon County HR Department. The Quality Manager will meet with the Executive Committee prior to their forwarding to the HR Department, and the surveys will be reviewed by a representative of the Executive Committee prior to the surveys going out to stakeholders for their feedback to ensure they follow Board Policy
5. 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, the discussion/completion of the annual performance review for the Executive Director of the ADRC of Central Wisconsin.
6. Motion to Return to Open Session and Possible Announcement(s) on Closed Session Item(s)
  - a. No announcements
7. Adjournment
  - a. Meeting adjourned @ 1:05