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MINUTES

Aging & Disability Resource Center of Central Wisconsin Board Meeting
Location: ADRC-CW Board Room; 2600 Stewart Avenue, Suite 25; Wausau, WI
March 9, 2017

Board Members Present: Jim Hampton, Vice-Chairman, Bob Reichelt, Sharon Rybacki, Kirby Crosby, Mike Feirer, Larry Lebal, Jean Doty, Tim Buttke, Vern Cahak, Danielle Yuska, and Terri Sersch (via video conference)

Excused: Douglas Machon, Julie Webb, Joel Lewis

Others present: Linda Weitz, Mike Rhea, Erin Wells, Tim Moe, Steve Prell, Jennifer Cummings, Julie Richards, Ronda James, Kathy Case, Peter Manley

1. Call to Order - Meeting was called to order by Vice Chairman, Jim Hampton, at 9:30 A.M.
2. Public Comments - There were no public comments.
3. Approval of February 9, 2017, Minutes - A motion by Vern Cahak, seconded by Mike Feirer, to approve the minutes. Motion carried.
4. Report from the Finance Committee – Larry Lebal reported that there may be some issues with the payments that have not yet been received for reimbursement from GWAAR. There has been no reimbursement from them for several months. Steve Prell commented that we will receive reimbursement from them; however, it will show a loss in 2016 on the audited report, but then 2017 will show a high increase. Larry also reported that the committee is getting closer to a final product for a policy on approaching counties when additional monies are needed. Mike Feirer moved to approved the Financial Report and Danielle Yuska seconded. Motion carried.
5. Approving lease for Marshfield Office – Badger Housing, the current landlord has proposed a new 5 year lease to us. The terms are the same as the prior lease with a \$.50 per square foot increase locked in for the next five years. There are no other options for space in Marshfield at this time and Linda reports the landlord has been responsive. If we enter into a lease, they will put in new carpeting, paint, blinds, and signage. Bob Reichelt wants to again ensure that we are putting training and safeguards in place in all of our offices to keep our employees safe. After discussion, a motion was made by Mike Feirer to enter in to the 5 year lease from Badger Housing for the Marshfield ADRC-CW Office. Danielle Yuska seconded and the motion carried.

6. Developing policy regarding forming an ADRC-CW Executive Committee – Douglas Machon asked that this item be tabled until next month when he can be present to have input.
7. Linda Weitz presented a quick summary of the state mandates for ADRC and Aging Services. The state is pushing for more regional offices where these two units merge together and operate as one, as the ADRC-CW does. Contractual requirements for operating an ADRC can be found at the Department of Health Services website, under Aging and Disability Resource Centers, ADRC Professionals, and there is a link to 2017 ADRC Contract: Scope of Service. Tim Buttke asked if there was any language in this contract addressing the timing of payments from GWAAR or the delay of payments to counties. Linda will research.
8. Executive Director's Report
 - We are currently recruiting for a new Communication/Administrative Services Manager. We will be interviewing tomorrow, March 10th. We have a great pool to work with and are hoping to have someone on board by the end of April.
 - Linda has received an application for a new board member. This would fill an opening for a citizen member representing the physically disabled target group. This person may be attending the next meeting.
 - Jean Doty asked when the new resource directories will be here. Mike reported they are here and being distributed.
9. Strategic Planning discussion – At approximately 10:00 a.m., Peter Manley, UW-Extension, facilitated a discussion with the board and managers. Further discussion will take place in the next two months to create a new plan.
10. Future Agenda Items & Location – April 13th at 9:30 a.m. in Wisconsin Rapids.
11. Mike Feirer made a motion to adjourn at 11:33 a.m. Bob Reichelt seconded. Motion carried.