



Serving Adams, Green Lake, Marquette & Waushara Counties  
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ADRC Governing Board Minutes  
August 20, 2015

- I. Certification of Open Meeting Law
- II. Pledge of Allegiance
- III. Call to Order – Chairman Warren Brewer called the meeting to order at 1:00pm.
- IV. Introduction of New Members, if applicable.

V. Roll Call/Mileage –

**Adams:**  
Rocky Gilner

**Green Lake:**  
Suzi Giesen  
Joy Waterbury

**Marquette:**  
Jan Banicki  
Gerald Hebert II

**Waushara:**  
Warren Brewer  
Russell Heise  
Bernadette Krentz

**Absent:** Dave Benson, Linda Manske, & Cindy Skipchak,

**Guest(s):** Dawn Buchholtz, Diane Cable, Donna Richards & Gretchen Malkowsky

**ADRC Staff:** Jennifer Dille & Kim Rachel

- VI. Adoption of the Agenda: *Motion was made to adopt the agenda by Bernadette Krentz, seconded by Jan Banicki. Motion carried.*
- VII. Approval of Minutes of the Previous Meeting: *Motion by Suzi Giesen to approve the minutes of May 14, 2015, seconded by Jan Banicki. Motion carried.*
- VIII. Public Comment (3 minutes/person, maximum of 15 minutes): None.

IX. REPORTS:

A. **ADRC Local Activities (Jennifer Dille):**

1. **Staffing Updates-Introduce Gretchen Malkowsky, Resource Specialist:** Jennifer introduced Gretchen Malkowsky who has been the Resource Specialist for Green Lake County since January. Gretchen spoke briefly mentioning that she has been working in Green Lake for 28 years and enjoys this position very much. Jennifer informed the board of two other new staff members: Crystal Holmes who is the Resource Specialist in Adams and Kassie Wormet who has recently replaced Marie Lehman, the Resource Specialist in Marquette, due to medical leave. Jennifer also mentioned that Amanda Kutcher, the Health Promotions Coordinator, has been doing a good job. She has been going out to all the sites meeting everyone and plans to continue to visit each county at least one day per month to stay acquainted.

B. **State Activity (Jennifer Dille):**

1. **ADRC Directors Meeting Updates:** Jennifer reported that the Director's meeting was held at the beginning of the month and primarily covered the state budget.

2. **State Budget Updates:** Jennifer updated everyone that the governor's budget did keep ADRC's as they are currently running but soon will be assessing each county as to how they are

doing. ORCD (Office for Resource Center Development) wants to know how we track, how we count activities, and how we document in SAMS (the statewide consumer database; stands for Social Assistance Management System). Jennifer continued stating that in July 2016 they will study governing boards and will look for duplication of duties and ways of making us more effective and efficient. In addition, Family Care is expected to go state wide by January of 2017.

X. **OLD BUSINESS:** None.

XI. **NEW BUSINESS:**

A. **Marketing and Outreach Activities/Ideas:** Jennifer commented that all four counties have done several marketing and outreach activities all summer long. They have attended county fairs, a health fair, two counties advertise on the Bug radio station, Adams is looking into their local radio station, Adams also has the ADRC logo on their vans, and information has been left information at several clinics. Jennifer asked the members for suggestions on how to promote the ADRC's. Gerald Hebert suggested leaving information at medical offices. Joy Waterbury suggested flyers in bags at grocery stores. Donna Richards suggested updating the ADRC website; making sure it links to all 4 counties and to update contact information.

XII. **OTHER:** Warren Brewer informed the members that at the next meeting in November they would have to review and approve the ADRC budget which is due early December. Dawn Buchholtz informed the board that Brenda Ruby has retired and her position has been replaced by Michele Marks.

XIII. **MEETING DATE & LOCATION/SUGGESTIONS FOR FUTURE AGENDA ITEMS:** The next meeting will be on November 12, 2015 in Waushara County.

XIV. **ADJORNMENT:** *Motion to adjourn the meeting at 1:32 pm was made by Jan Banicki, seconded by Gerald Hebert, and the motion carried.*

The next meeting is scheduled for November 12, 2015, at 1:00 pm in Room 109 in Waushara County.

Respectfully Submitted

Kim Rachel, ADRC Resource Assistant