



Aging & Disability Resource Center

Serving Adams, Green Lake, Marquette & Waushara Counties

1-877-883-5378

ADRC Governing Board Minutes

January 10, 2013

Location: Marquette County

I. **Certification of Open Meeting Law**

II. **Pledge of Allegiance**

III. **Call to Order** – Chairman Warren Brewer called the meeting to order at 1:00 pm.

IV. **Introduction of New Members, if applicable**

V. **Roll Call –**

Adams:

Heidi Roekle

Green Lake:

Jack Meyers

Cindy Skipchak

Marquette:

Shirley Floeter

Waushara:

Warren Brewer

Robert Jones

Fred Kaiser

Linda Manske

Absent: Bobbie Jo Anderson and Beverly Ward (Adams), Suzi Giesen (Green Lake), Dave Benson and Dan Klawitter (Marquette), Bernadette Krentz (Waushara)

Guests: Rhonda Lechner (Regional ADRC Quality Specialist)

Adams County Staff Present: Donna Richards

Green Lake County Staff Present: LeRoy Dissing

Marquette County Staff Present: Jan Krueger

Waushara County Staff Present: Glenn Johnson

VI. **Adoption of the Agenda:** *Motion was made to adopt the agenda by Heidi Roekle, seconded by Linda Manske, motion carried.*

VII. **Approval of Minutes of the Previous Meeting:** *Motion by Linda Manske to approve the minutes of October 25, 2012, seconded by Jack Meyers, motion carried.*

VIII. **Public Comment (3 minutes/person, maximum of 15 minutes):** None.

IX. **Reports (Donna Richards)**

A. **ADRC Local Activities:**

1. **ADRC Director:** LeRoy Dissing (Green Lake) reported that the ADRC Director position was posted internally for 3 days starting on January 1, 2013, in all four counties and had just one applicant from Adams County. The position is now being advertised in local newspapers, the Oshkosh Northwestern, and county websites until January 24, 2013. Rhonda Lechner suggested posting the job on the Badger Aging List website as well and adding a link in each county's website. The starting wage is \$54,000/year. The Hiring Committee will meet on January 28, 2013, to review the applications. Donna Richards stated that Tara Heuer, Resource Specialist, (the Adams County applicant) has taken a position in Baraboo and will be out of consideration. Copies of the job description were circulated to the Board. Warren Brewer noted that the Director will now report to the Governing Board as well as the Long Term Care Unit Manager. Donna Richards stated that the Supervisors have been meeting to define the responsibilities of the ADRC Director.

2. **2013 Budget Review:** Donna Richards explained that the ADRC gets its funding from two sources – a grant and MA billing. The State requires a minimum of 28% MA billing; however the ADRC budgets at 37% since it is consistently at 41%. The Governing Board reviewed the 2013 annual budget and salaries. Donna stated that Irene Warwick will be retiring on July 1, 2013, which could

impact the salary figures. Also, Shannon Myers went from 22% to 30% of her time assigned to the ADRC. The balance of her salary is covered by grants. Warren Brewer announced that she is applying for a 3-year \$10,000/year health prevention grant as well as a Tai Chi grant. **Jack Meyers motioned to approved the 2013 budget, Robert Jones seconded, and the motion carried.**

3. **Staffing Updates:** Donna Richards said the State is encouraging I&A and Options Counselors be combined into a single "Resource Specialist" position. The goal is to have two Resource Specialists and one Disability Benefits Specialist at each county. The Resource Specialist job description is being written up now, but could be split if necessary. Two current staff members will need waivers from the State (no Social Work degrees). Rhonda Lechner felt that the State might just give approval and she will advocate for it. Warren Brewer inquired about how the ADRC is functioning without a Director and Donna replied that the directors and supervisors are monitoring the sites until a new Director is hired. On-site managers are meeting monthly and Betty Bradley (Green Lake) is taking the lead while working with Donna. Donna also noted that the new toll-free telephone system is working well.

X. Old Business

- A. **ADRC Governing Board Member Goals:** Warren Brewer suggested that the Board's goal should be to monitor and assist the new Director as that person learns the duties of the position. Jack Meyers asked about the spending authority of the ADRC Director. Warren and Donna explained that all bills are submitted to Brenda Ruby in Waushara County and any major purchases go through the Management Team. Glenn Johnson noted that out of the \$1.1 million budget, the majority is for salaries.
- B. **Review of New Survey to Include Unmet Needs Questions:** Donna Richards handed out copies of the old and new revised survey. The revised survey includes a question about unmet needs which was not addressed on the old survey. Donna mentioned that follow-up is still an issue. Linda Manske asked how the response was. Donna replied that there is a good response rate from the surveys which are mailed out rather than handed out. [Donna Richards](#) is currently receiving the surveys and will compile a report for the next Board meeting. Rhonda Lechner commented that the surveys are a good way to find out how people heard about the ADRC.

XI. New Business

Warren Brewer announced that Senior Care has been renewed through 2015. Rhonda Lechner made a number of announcements: 1) The Wisconsin Mobility Managers are forming a cooperative. 2) Logisticare has canceled its contract with the State, but will continue to offer service until a new provider is found or a new contract is awarded. Since there is only a 15-day window in which the winning provider has to be up and running, Logisticare will likely re-bid at a higher rate and get the contract. 3) Advocates are looking to expand Family Care into more areas of Wisconsin, but there will be no new Managed Care Organizations (MCOs) certified for the next 6 months. There are currently 7 privately-owned companies certified by the State, but they must be certified for each new area. Adams County will likely not be eligible for Family Care until at least 2015. 4) Rhonda met on Monday with Betty Bradley (Green Lake) to discuss a proposed new position, "Community Living Specialist", whose job is to help nursing home residents relocate back into the community. She stated that Governor Walker has a goal of relocating 2,100 nursing home residents which can count rehab patients. Board members expressed concern that nursing homes would feel threatened by the loss of income and not want to cooperate. It was suggested that the ADRCs could use referrals as a means of admittance.

Donna Richards announced that UW-Extension and the ADRC of Eau Claire are sponsoring a Senior Day Conference on March 19 in Eau Claire. She also mentioned that PBS will be broadcasting "Coming of Age" for anyone interested.

XII. Other

Warren Brewer noted that there were many members absent from today's meeting, especially citizen members. He stated that members need to attend and asked that the counties try to ensure that the citizen members attend.

- XII. **Adjournment:** *Motion to adjourn the meeting at 2:05 p.m. was made by Robert Jones, seconded by Shirley Floeter, motion carried. The next meeting is scheduled for Thursday, March 14, 2013, at 1:00 p.m. in Montello.*

Respectfully Submitted

Fran Geier, ADRC Resource Assistant