

**AGING AND DISABILITY RESOURCE CENTER  
Burnett County Government Center  
County Board Room  
Siren, WI  
October 9, 2014  
9:00 AM**

Notice is hereby given to the press and public that a meeting of the ADRC Board will be held at the above listed date, time, and location to transact business indicated on the agenda below. (Agenda not necessarily presented in this order) This meeting is open to the public according to Wisconsin State Statute 19.83. Persons with disabilities wishing to attend and/or participate are asked to notify the County Clerk's office at least 24 hours in advance of the scheduled meeting time so all reasonable accommodations can be made. Requests are confidential.

Public is welcome.

**AGENDA**

Call to Order

Roll Call

Pledge of Allegiance

Approval of Agenda

Approval of Minutes of July 29<sup>th</sup> meeting

Public comments

Staff Presentation: Kari Broten – ADRC Specialist/Transportation

Grantsburg Walk-in Cooler Repair: Action

Opening prayer: Discussion & Action

Nutrition Program discussion

Director's Report

Committee Comments

Future Agenda items

Future meeting dates and locations

**Dave McGrane, Chair  
Laura Neve, Director**

The **mission** of the Aging and Disability Resource Center is to empower and support seniors, people with disabilities and their families by providing useful information and finding the help people seek.

## **Aging and Disability Resource Center Board Meeting**

October 9th, 2014

9:00 AM

Burnett County Government Center Board Room, Siren, WI

**Present:** Pat Schmidt, Larry Jepsen, Dick Klawitter, Dorothy Richard, Dave McGrane, Gladys Beers, Joyce Bergstrand, Gary Lundberg, Marvin Caspersen, Crystal Peterson

**Absent:** Deanne Sasselli

**Others present:** Laura Neve, Kari Broten, Dawn Sargent

---

The meeting was called to order by Dave McGrane at 9:00 AM

### **Roll Call/Pledge of Allegiance**

**Approval of Agenda:** Motion made by Dorothy Richard, seconded by Pat Schmidt; passed unanimously

**Approval of Minutes:** Motion made by Larry Jepsen, seconded by Dorothy Richard; passed unanimously

No Public Comments

9:05 A.M. – Crystal Peterson entered

**Staff Presentation:** Kari Broten was introduced to the board as the new ADRC Specialist/Transportation for the ADRC of NW WI. Kari shared her background and what her new role is with the agency.

**Grantsburg Walk-in Cooler Repair:** Gary Lundberg reported back after having lunch at the Grantsburg Senior Center on September 11<sup>th</sup>, 2014. He was able to look at the cooler and felt it was built to last and was happy with the repairs.

. The following were issues discussed before a motion was made:

- Percentage of ADRC versus Senior Center Use of Cooler
- Amount of cooler repair, funds already contributed and remaining funds to pay
- What are the Rental agreement details
- What have we done at other sites for repairs/contributions

Dick Klawitter also wanted to note that he also looked at the cooler and was happy with the great job done. He spoke with the contractor (Mr. Lake) and everything was up to code.

**Motion** was made by Dorothy Richard to pay one half of the repair cost and seconded by Larry Jepsen. The motion was carried forth to pay half and was approved by majority.

**Opening Prayer:** Dick Klawitter opened a discussion to include prayer at the opening of every ADRC board meeting. Discussion held.

**Motion** was made by Dick Klawitter to have a prayer to start each meeting and seconded by Marvin Caspersen. Vote taken by anonymous ballot and failed 6-4.

**Motion** was made by Dorothy Richard to have a moment of silence prior to the pledge and Gary Lundberg seconded that motion. **Motion carried**

**Nutrition Program:** Discussion was led by Dawn Sargent, the Aging Program Supervisor, to give updates and deal with issues of quality and safety.

Aging Programs Supervisor Dawn gave the following updates on the following

- The nutrition program assessment with Gwaar “the state”, stated that the program meets and/or exceeds expectations in each area.
- Dietitian Position is currently being advertised.
- A current focus is getting congregant meals numbers up and she is also working on the budget.
- Clear Lake Lead Position was still open.
- Centuria Lead was retiring.
- Low number of subs for Polk County.
- Food distributor contract comparison.

Food issues with Polk County and our contract with the current vendor was a largely discussed topic. Options on how to address the problem were addressed. It was requested that the next board meeting be in November instead of December for necessary action.

Break taken at 10:30/Reconvened at 10:40

**Directors Report:** Laura received a letters about staff members Barb Engelhart (Information & Assistance Specialist), Liz Arcand and Connie Crosby (Elder Benefit Specialists) and Wanda Washkuhn (Disability Benefit Specialist) on what great staff members they are and how much knowledge they have. Laura noted that the ADRC staff is finishing up on various Fairs and continuing with Prevention Programs. The Stepping Up Program is finishing up and the Living Well Program was rescheduled and doing well. The ADRC was fully staffed...for about two weeks.

Other items:

- The Front Desk Position has closed and will hopefully be scored soon
- Will continue to advertise for the Dietitian
- Will continue to look for subs for both Polk & Burnett Meal Sites

- Will continue to look for Board Members. There are two positions open. A Developmental and Tribal Position.

Laura gave highlights from a recent Transportation Conference she attended. She also discussed her recent presentation given in Stevens Point, along with another ADRC Director, as a model of one of the only two fully integrated Aging and ADRC's. The overall comments made were on how well we are structured and how more agencies should integrate. They like how one person with an overall view is able to make decisions.

**Committee Comments:**

Crystal wanted to make a note that Carrie Myers (Resource Specialist) has done an excellent job making sure the tribe isn't overlooked in The Voice and on the Internet. A board member made note that he hears many great things at conferences about our model here at the ADRC of NW WI.

A board member asked about a handout, Laura had given to everyone before the meetings started. The handout gave a breakdown on the ADRC Programs and the budget. Laura gave an explanation of the handout and talked about the 2015 budget.

**Future Agenda Items:**

- more updates on the Nutrition Program
- Brief Summary of Budget
- Add moment of silence in future, before the Pledge of Allegiance

**Future Meeting Ideas and Locations:**

Meeting to be at the Tribal Center in Hertel on November 20<sup>th</sup>, 2014 at 9AM

Motion to Adjourn

Respectfully submitted by Kari Broten