

**AGING AND DISABILITY RESOURCE CENTER**  
**Lower Level Conference Rm**  
**Polk County Government Center**  
**Balsam Lake, WI**  
**February 6, 2014**  
**9:00AM**

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

Public comments

Recognition of Barb Ceder's retirement

Board membership review/**Action Item** new member

Centuria/Frederic meal site update

Transportation update: Public Transit/ADRC Transportation

Reorganization discussion/**Action Item**

MTM update

CCCW Transition update

Committee Comments

Future Agenda items

Future meeting dates and locations

**Larry Jepsen, 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.

# ADRC Board Meeting

February 6, 2014  
Polk Co. Government Center  
Lower Conference Room  
9:00AM

Members present: Lynne Schauls, Gary Lundberg, Pat Schmidt, Gladys Beers, Joyce Bergstrand, Larry Jepsen, Irene Johnson, Crystal Peterson, Dick Klawitter, Dorothy Richard, Hershel Brown

Members Absent: Dave McGrane (excused)

Others present: Laura Neve, Tonya Eichelt and Barb Ceder

The meeting was called to order at 9:02 a.m. by Larry Jepsen.

Roll Call/Pledge of Allegiance

**Approval of Agenda:** Motion made by Pat Schmidt, seconded by Dick Klawitter and carried.

**Approval of minutes:** Motion made by Dorothy Richard, seconded by Crystal Peterson and carried.

No public comments.

**Recognition of Barb Cedar's retirement:** Director Neve recognized Barb Ceder for her 20 years of service to Polk County.

**Board membership review/new member:** Director Neve and Board member, Crystal Peterson completed interviews of the applicants for the two vacant seats on the governing board. Discussion held on type of strengths desired from positions. Irene Johnson for the tribal representative and Deanne Sasselli for the elder representative were selected. These board seats were previously held by Duane Emery for the tribal representative and Nora Brihn for the elderly representative. **Motion made by Gary Lundberg to adopt the recommendations, second by Hershel Brown and carried.** Director Neve reviewed other board member terms expiring in the near future.

**Centuria/Frederic meal site update:** Dawn Sargent reported there were fifteen diners at the grand opening of the Centuria meal site located at the Fristad Lutheran Church. The site opened on February 3. Since then, the site has been averaging six congregate diners per day. Sargent also reviewed the home delivered meal routes for each site as the routes changed slightly with the Centuria meal site opening. Frederic meal site remains open and is operated by senior center volunteers.

**Transportation:** Director Neve and Tonya Eichelt reported on the public transportation option coming soon to Burnett and Polk Counties. The Transportation Coordination Committee (TCC) of which the ADRC is a member of, has been working with Namekagon Transit of Sawyer County to bring a public transportation to this area. We are able to receive this assistance from Namekagon by leveraging the elderly and disabled 85.21 transportation grant the ADRC receives with the 5311 public transportation grant Namekagon receives. This is an in-kind agreement in which the local match requirement is covered by the leveraging of the grants and not the transfer of funds. The ADRC has been very involved

with the initial start up primarily because the 85.21 grant is being used for the leveraging. ADRC is very committed though, to bringing public transportation to this area. Not only to serve the public, it will capture the unmet transportation needs of the elderly and disabled residents of the service area.

The ADRC is proceeding very cautiously not to mislead the public that the ADRC is operating the public transportation program. The TCC is the group bringing the public transportation model in. The TCC is also responsible to find a long term option of public transportation service once Namekagon is finished with their assistance. The TCC will need to secure local match dollars, not necessarily county dollars, required for all grants used to fund a public transportation service.

**Reorganization discussion:** Director Neve has been meeting with all staff of the ADRC to analyze current positions and take suggestions regarding the organizational structure of the agency. Neve, Eichelt and Sargent have taken the feedback from staff and developed the plan for reorganization.

Board members were given copies of the current and proposed organizational charts.

Board members discussed the reorganization and approved as follows:

**Herschel Brown made motion to approve the two new job descriptions of Resource Specialist and ADRC Specialist as written, increase the half time DBS position to a three quarter time position possibly going to full time when DBS program is developed further and more time is needed and appointing Dawn Sargent as permanent Supervisor of Aging programs. Gary Lundberg seconded the motion, carried.**

**MTM update:** Director Neve gave board member printed information from transportation contacts at the State regarding MTM's start up in Wisconsin. The printed information stated "MTM taking a beating in Wisconsin". The article further stated people are encouraged to file grievances if they are not satisfied with the service MTM provides. The State wants to know about the issues.

**CCCW update:** Director Neve distributed a copy of the most recent CCCW newsletter that gives an update on the transition. The Office for Family Care Expansion (OFCE) has a very positive report with minor glitches. Initially the phones were not working and it was hard for members to contact their care teams. The State commented that the transition was very well planned and organized for the members.

**Committee comments:** Dick Klawitter commented on an issue related to school and DSI closings.

**Future agenda items:**

- Year-end financial reports
- Aging annual assessment
- Updated org charts with staff names
- Namekagon Transit update

**Next meeting date:** April 3, 2014 in Hertel.

**Motion to adjourn by Herschel Brown, seconded by Gary Lundberg and carried.**

**Respectfully submitted: Tonya Eichelt & Laura Neve**