

**AGING AND DISABILITY RESOURCE CENTER
BOARD MEETING
Burnett County Government Center
County Board Room - 160
7410 County Road K
Siren, WI 54872
January 17, 2012
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

Approval of Agenda

Pledge of Allegiance

Approval of Minutes from November 3, 2011 and December 1, 2011 Board Meetings

Public comments

Regional LTC Advisory Committee – Kathy Solberg

Staff presentation

Approval of ADRC Director Job description

Furniture bids Review and Action

Burnett County Aging - Discussion

Director's report

Budget Report

Approval of Vouchers

Committee comments

Future Agenda items

Future meeting dates and locations

**Eldon Freese, Chair
Laura Neve, Director**

ADRC BOARD MEETING
Burnett County Government Center
Siren, WI 54872
January 17, 2012

Present: Eldon Freese, Pat Schmidt, Dave McGrane, Gladys Beers, Larry Jepsen, Dick Klawitter, Lynn Schauls, Nora Brihn, Crystal Peterson

Absent: Joyce Bergstrand, Duane Emery, George Stroebel, Dorothy Richard

Also present: Laura Neve, Wanda Washkuhn, Deb Miller, Kathy Solberg, Kate Peterson and Lois Taylor.

Meeting called to order at 9:01am by Board Chair Eldon Freese.

Roll Call

Discussion on attendance, there is a Polk County Board Member that has not attended any ADRC board meetings, since his appointment. Director Neve was instructed to contact the Board member to advise of the March meeting date and time, along with point of order. If the Board member does not attend the March meeting he will be removed from the ADRC Board.

Motion made by Dorothy Richard to approve the Agenda Seconded by Dave McGrane.
Motion carried: Unanimous

Lynn Schauls and Nora Brihn arrived at 9:10am
Crystal Peterson arrived at 9:11am

Motion was made to approve the November 3, 2011, Minutes made by Dorothy Richard
Seconded by Dave McGrane. Motion carried: Unanimous (no corrections)

Motion to approve the December 1 Minutes was made by Dave McGrane Seconded by Pat Schmidt. (no corrections) Motion carried. Unanimous

Kathy Solberg from the State of Wisconsin arrived at 9:14am
Kate Peterson Director of Human Services arrived at 9:15am

No public comments.

Kathy Solberg from the State of Wisconsin came to speak to the Board about a new Advisory Committee being formed. Ms. Solberg is asking for volunteers from the ADRC NW WI Board to attend an Advisory Committee meeting on Wednesday, May 31. The Long Term Care Advisory Committee at the State has been divided into eight Regions. Douglas, Barron, Rusk and Washburn, ADRC of North and ADRC NW WI comprise the region we are connected to. The committee's purpose is to evaluate the services in our Region. A timeline has been established whereas the meeting of the

committee will occur in May and it is in July when the recommendations will be made to the Council on Long Term Care and to the State Department. The volunteers need to gather information on the LTC system and to get input from people using the system. The information gathered will then be brought to the Regional Long Term Care Committee as suggestions on improving services. That is the focus of this Advisory Committee. Dave McGrane asked if the committee would have anything to do with Logisticare. Dave states someone should be monitoring that program. The members that volunteered are: Dave McGrane, Lynn Schauls, Larry Jepsen, Dorothy Richard, Crystal Peterson, and Gladys Beers. The meeting will be in Hayward, WI at 10:00am on May 31.

Lois Taylor, Aging Director came in at 9:35am

Staff presentation: by Wanda Washkuhn on her job in the ADRC

Director's Job Description: tabled until the next board meeting. Eldon suggested we not approve the job description until it is complete.

Furniture bids: were reviewed and discussed. Motion to approve the Staples bid in the amount of \$5,785.40, pending any adjustments that can be made with the discrepancies on the keyboard issues made by Larry Jepsen, Seconded Dorothy Richard. Motion carried: unanimous.

Meeting was adjourned for a short break at 9:40am. Chair Freese called the meeting back to order at 10:03am.

Director Neve explained the calls she had made with regard to the keyboards, Northern Business Products states they can no longer get the keyboards Staples bid on.

Discussion on Burnett Aging: Director Neve introduced Kate Peterson, Director of Human Services and Lois Taylor, Director of the Burnett County Aging Programs. Director Neve described the Burnett structure, and states Ms. Taylor is retiring soon. The State of Wisconsin has encouraged the merger of Aging and the ADRC in Burnett just as they did in Polk. Laura has shared the organizational chart with John Schnabl of GWAAR. Mr. Schnabl stated to Director Neve that the chart is a combination of what he has seen in the past, but he likes the separation of program area not counties. He has to share with the higher ups; however, he does like it and he is Laura's contact.

We have to amend the Aging Plan as we did in Polk and host public hearings. Ms. Beers voiced concerns on the meal sites and transportation. They have a contract with DSI in Siren to use their wheelchair lift vans. Lois Taylor asked about transportation, they operate under two separate contracts and is wondering how is that going to work. We have submitted the grant for Polk and Lois Taylor did for Burnett. Laura states it could be structured a different way; it appears that it will depend on how GWAAR accepts the plan. The Aging Department at the tribe is unable to merge with ADRC because of their funding sources.

Director's report: Laura received notice from GWAAR the Plan Amendment Letter for approval for the Polk Aging office. Polk Aging office was officially moved first week of January. Laura states she had a meeting with Aging staff to let them know what is expected of them. Laura states she commends the Aging staff, as they have been without a director since May. They have worked hard over the past year to make sure all of the programming has gone on without any problems. Chair Freese states he has picked up Senior Voices and liked the writing and format of the paper. Eldon states it is a very nice newsletter.

Discussion on the newsletters for both Aging Departments and it was suggested that Laura meet with the new Sentinel Editor to see if they can't get something like this going in Burnett County. It was suggested that maybe the papers could be put as an insert in the Yellow Paper for people in the Polk/Burnett area.

Supervisor position in Polk County has had a hold up with getting the pay scale determined. The first phase should have been completed last night. Andrea Jerrick in Employee Relations in Polk hopes to have the rating for the supervisor this week. It appears it will be the first of March before the supervisor is hired.

Agency is teaming up with UW Extension for putting on a seminar on Final Affairs. We are looking at either the summer or towards fall. The Seminar would include: legal, hospice, grief, DNR (do not resuscitate), etc. The seminar has been well received and a couple of the ADRC staff had attended in another area. The staff found it beneficial and wanted to put it on in our area.

We have received notice that there could be a potential lift in the family care cap. We have some preliminary information that it could be as early as February 1. Director Neve has a State call on Friday so we don't know what impact that will have on us. She understands it means we will be able to get caught up on enrollments that had been put on hold. The entitlement date will then remain the same as in the initial plan. The original entitlement date is June.

Budget Report: The combined expenses are on the first page Polk/Burnett together. The second and third pages are the breakdown by offices. Reminder on the Balsam Lake budget in the second half of expenses is the Burnett payment. Dorothy Richard asked about the total revenue is 589,775 so far this year but the expenses are 647,575. Director Neve explained.

Motion to approve the budget report was made by Lynne Schauls, Seconded by Larry Jepsen. Motion carried – unanimous.

Approval of Vouchers: Motion to approve the vouchers for January 17 with exception of the carpet was made by Dave McGrane, Seconded by Dick Klawitter. Motion carried – unanimous.

Committee comments: Lynne Shauls suggested that we have a meeting for the consumers from both counties so the actual consumers are able to come together for discussion, as we do represent them. Possibly in a public meeting in a room where these people can come together and express their thoughts and/or have a listening session. This way, we can get some reasonable thoughts. The elderly, you could go to the Senior Centers and set up a meeting room and advertise that this is going to happen. Dave McGrane suggests they have a separate meeting and invite the social workers.

Larry Jepsen suggested that the committee make a subcommittee of this board so that we can get things done quickly.

Future Agenda items: furniture, Supervisors job

Future meeting dates & locations: March 29th is the next Board meeting at 9:00am in Hertel pending room availability.

Someone asked to please indicate with an arrow or something where the meeting is. A board member asked if there will be a removal of the Aging directions on the doors. Director Neve states we will advise Buildings. On February 23 at 1pm the subcommittee will meet.

It was announced that former board member, Mary Martin has passed away.

Motion was made to adjourn by Larry Jepsen, Second by Pat Schmidt. Motion carried: Unanimous

Meeting adjourned at 11:45 am.

Respectfully submitted: Deb Miller