

**ADRC COMMITTEE MEETING  
MINUTES  
April 10, 2019**

**COMMITTEE MEMBERS PRESENT:** Chairperson Tom Kelly, Steven Schreier, Ed Hammer, Bob Metropulos, Barbara Young, Carol Pederson, Dr. Walt Gager, Jim Winkler, Marge Saari

**COMMITTEE MEMBERS EXCUSED ABSENT:** None

**STAFF PRESENT:** Dianne Jacobson, Joel Gottsacker, Dawn Johnson and Ann Sponable, LTE ADRC Specialists

**OTHERS PRESENT:** Brian Desmond, Corporation Council, Sherry Schuelke, Regional ADRC Quality Specialist

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**Call to order:** Chair Kelly called the meeting to order at 9:00 a.m. on the first floor of the Health & ADRC Building, 100 W. Keenan Street, Rhinelander, WI. The meeting has been properly posted in accordance with the Wisconsin Open Meeting Law and the facility is handicap accessible.

**Approval of agenda:** Motion by Gager/Hammer to approve today's agenda with the order of items at the Chair's discretion. All ayes; motion carried.

**Public comment/communications:** Jacobson presented to committee members Alive to Life flyers and the new 2019-2020 Oneida County Aging & Disability Resource Directory. Informational only, no action taken.

**Minutes of March 13, 2019:** Motion by Pedersen/Gager to approve the March 10, 2019 ADRC Committee minutes with minor corrections. All ayes; motion carried.

**Date/time/location of next meeting:**

The next meeting will be Wednesday, May 8, 2019 at 9 a.m. on the first floor of the Health & ADRC building.

**Introduce Sherry Schuelke, Regional ADRC Quality Specialist, Office of**

**Resource Center Development:** Jacobson presented an overview of the organizational chart for Wisconsin state offices relating to Aging and ADRC services. Committee members requested a copy of the chart next month. Sherry Schuelke was introduced and she gave an overview of her role as Oneida County's designated Regional ADRC Quality Specialist. Schuelke receives this committee's agendas and approved minutes each month. She will attend at least one meeting each calendar year and she gave some suggestions for topics/reports to be included for future meetings (time reporting, unmet needs, etc). Informational only, no action.

**ADRC Committee Composition Compliance:** Jacobson reported she received an email from Schuelke on March 14<sup>th</sup> asserting our current ADRC of Oneida County Committee did not appear to meet the "Aging" statutory requirement of "Older

*individuals shall constitute at least 50 percent of the membership of this commission...*" Since this original email Jacobson has been corresponding with various staff from the Office of Resource Center Development (ORCD) without resolution. Jacobson distributed a chart demonstrating how the ADRC of Oneida County is meeting all statutory requirements for Aging and ADRC requirements. Jacobson distributed a second chart based on information published in ADRC *Information Bulletin #16*/dated 7/26/2010. To be compliant with this document, this committee would need to go from nine members to 16 (additional per diems alone would be close to \$3,000 not including mileage). ORCD's interpretation is that elected officials cannot be counted towards the 50% older adult age requirement, even if the official is 60 or older. Corporation Counsel, Brian Desmond, has reviewed all of the related materials and he stated in his opinion this committee currently meets requirements. Desmond stated there is nothing in the statutes that states elected officials may not be counted towards the 50% age requirement. Vilas County Corporation Council also concurs that statute does not prohibit elected officials from being counted for their age. Desmond also stated that he would be willing to listen to ORCD and work to reach a resolution. Schuelke offered ORCD is willing to work with Oneida County and agree on a plan of action to work towards compliance. Schuelke also suggested reducing the number of elected officials on the committee so 16 members would not be necessary. Because the compliance for the 50% age requirement is not under ORCD, but under the Office on Aging (OoA), Jacobson distributed a recent email from the OoA Director stating, "...it appears all of the above requirements (Aging & ADRC) are met." Jacobson will continue to work with ORCD and Desmond for resolution of this issue and keep this committee informed. Information only, no action taken.

**ADRC Committee citizen member applications review and County Board**

**appointment recommendation:** There was a request to review the applications in closed session, but because that was not on today's agenda this topic would need to be delayed until next month. Desmond asked Jacobson to contact him to discuss this issue. Motion made by Schreier/ Metropulos to table this item until the next meeting. All ayes, motion carried.

**Nutrition Advisory Council-April 8, 2019 meeting report:** Schreier gave the report from the April 8, 2019 Nutrition Advisory Council meeting. The meeting was held at the Woodruff meal site in Holy Family Catholic Church. They reviewed 2018 dining site meal totals, chef salad option, take-out meal requirements, menu items, milk choices and Sustainable Kitchens. They reviewed the 2018 Nutrition Satisfaction Survey format and discussed other question options. Informational only, no action taken.

**Personnel Update: LTE ADRC Specialist:** Jacobson introduced Ann Sponable, who was recently hired as an LTE ADRC Specialists working 16 hours per week (two days). Ann has worked as an ADRC Specialists for 13 years with the ADRC of the Northwoods and is completely trained and certified to start assisting with caseload immediately. Informational only, no action taken.

**Northwoods Transit Connections update:** No update at this time. Roger Youngren, Transit Manager was unable to attend today due to a conflict with his required attendance at today's Administration Committee meeting.

**Building Security and Signage:** Jacobson reported the large building signage on the front of the building has been updated from “Aging” to “ADRC”. Other upcoming signage changes will be replacing the current “Department on Aging” carved wood sign on the south end of the building with a sign that includes the ADRC logo and also updating the digital sign on the building with the ADRC logo and name. Funding for these expenses is being requested through a special “Integration Funding” grant with ORCD.

**Vouchers, purchase orders and line item transfers:** Jacobson presented the vouchers for approval. Motion made by Schreier/Metropulos to approve the vouchers, as presented. All ayes, motions carried.

**Monthly Reports: Staff and program reports:** Jacobson presented the monthly staff and program reports. Informational only, no action taken.

**Legislative Update:** Jacobson presented a handout on legislative issues of interest to the Committee. Informational only, no action taken.

**Future Agenda items for next meeting:** Northwoods Transit Connections, Nutrition Advisory Council Report, Citizen Member Nomination.

**Public comment/communications:** None

**Adjournment:** 10:12 AM

*Dawn Johnson*

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Committee Chairman

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Committee Secretary