

**ADRC COMMITTEE MEETING
MINUTES
February 12, 2019**

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

COMMITTEE MEMBERS ABSENT: Ed Hammer, Bob Metropulos

STAFF PRESENT: Dianne Jacobson, Joel Gottsacker & Dawn Johnson

OTHERS PRESENT: None

Call to order: Chair Kelly called the meeting to order at 10:45 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 Schreier/Pederson to approve today's agenda with the order of items at the Chair's discretion. All ayes; motion carried.

Public comment/communications: None

Minutes of January 08, 2019: Motion by Saari/Winkler to approve the January 08, 2019 Health and Aging Committee minutes as presented. All ayes; motion carried.

Date/time/location of next meeting:

After discussion it was determined by consensus the ADRC Committee would meet on the second Wednesday of each month at 9:00 a.m... The next meeting will be Wednesday, March 13, 2019 at 9 a.m. on the first floor of the Health & Aging building.

Health and Aging issues:

Building Security – No further update on camera installation. Lock boxes have been installed for fire and law enforcement access into the building.

Building Signage – Jacobson presented the drafts for the new building signage. The proposed signage is only changing the word AGING to ADRC. The remaining existing lettering will remain the same. Jacobson has requested an updated quote from the signage company, but at the time of this meeting has not received the quote, however the cost will be less than previously requested due to the changing of only the one word. ADRC funding would be used for this expense.

Motion made by Winkler/Schreier to approve the building signage as presented and forward to Building and Grounds committee for purchase and installation request. All ayes, motion carried.

Review committee member terms and vacancy process: Jacobson reported that Marge Sari's six-year term will be completed at the April 11th meeting. Jacobson requested to post the open citizen member position to the public (according to past practice) to allow this committee time to select a candidate for recommendation to the County Board meeting for approval at their April 16, 2019 meeting.

Motion made by Winkler/Pederson to approve the posting of the open citizen member position. All ayes, motion carried.

Contracts:

State of Wisconsin-Office for Resource Center Development- Jacobson gave the update. This contract is awaiting a response from the Department of Human Services who is reviewing requested changes by Oneida County Corporation counsel. In the past, the state has refused any such requested changes. Jacobson requested that this committee approve her to sign the contract as presented by the state, which is due by Friday, February 15, 2019. Motion made by Winkler/Saari to approve Jacobson to sign the State of Wisconsin Office for Resource Center Development contract. All ayes, motion carried.

Oneida Vilas Transit Commission: Jacobson informed the committee the Wisconsin Department of Transportation sent her notification our full 2019 85.21 Specialized Transportation grant allocation would be deposited into Oneida County account today. At the January 8, 2019, this committee approved a motion to pay the Oneida Vilas Transit Commission the remainder of their 2019 budgeted allocation. The voucher will be submitted tomorrow. Discussion only, no action taken. Kelly requested that Transit Manager, Roger Youngren, be invited to meetings at least quarterly to give updates on ridership and other news.

Personnel: ADRC Specialist 60% position: Jacobson informed the committee that the department is ready to proceed with the hiring process for one 60% (3 days/week) ADRC Specialist approved previously in the 2019 budget. However, since this is the first year managing our ADRC allocation and fluctuating federal matching dollars Jacobson is recommending a more flexible approach to hiring this position, at least in the beginning. Jacobson and Gottsacker are requesting approval to post the position as either a Limited Term Employee (LTE) or as a contracted position (depending on advice of Human Resource Director and Corporation Counsel) instead of permanent part-time with access to benefits.

Motion made by Winkler/Pederson to approve changing the previously approved permanent part-time position to either a LTE or a contracted position depending on advice from Personnel and Corporation Counsel. All ayes, motion carried.

Closed Session: Motion by Kelly/Winkler to enter into closed session pursuant to WI Stats. Sec. 19.85(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which this body has jurisdiction or responsibility. (Topic: ADRC Director 2019 Annual Goals). Roll call vote – all ayes.

Return to Open Session: Motion by Winkler/Pederson to return to open session at 11:42 a.m. Roll call vote – all ayes. No decision was made in closed session.

Vouchers, purchase orders and line item transfers: Jacobson presented the vouchers and line item transfers for approval. Motion made by Schreier/Saari to approve the vouchers, purchase orders, and line item transfers 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 the Aging Advocacy Day being held in Madison on May 14, 2019. Jacobson encouraged any interested committee member to attend. Discussion only, no action taken.

Agenda items for next meeting: Building Security, Building Signage, Transit Manager invited to report on ridership and finances and all other usual agenda items.

Public comment/communications: None

Adjournment: 12:05pm

Dawn Johnson

Committee Chairman

Committee Secretary