

**ADRC COMMITTEE MEETING
MINUTES
August 28, 2023**

COMMITTEE MEMBERS PRESENT: Mr. Russ Fisher, Chairman, Mr. James Unger, Ms. Linnaea Newman, Ms. Joan Hauer, Ms. Melanie Fralick, Ms. Nancy Watry, Ms. Debbie Condado, Mr. Ted Cushing (Zoom)

COMMITTEE MEMBER EXCUSED ABSENT: Ms. Rita Mahner

STAFF PRESENT: Ms. Heidi Chavez, Mr. Joel Gottsacker, Ms. Jeri Driscoll

OTHERS PRESENT: Ms. Barb Newman, Northwoods Transit Connection

1. **Call to order:** Chairperson Mr. Russ Fisher called the meeting to order at 9:00 a.m. in the Balsam Room at the Aging and Disability Resource Center (ADRC), 100 Keenan Street, Rhinelander, WI and via Zoom. The meeting has been properly posted in accordance with the Wisconsin Open Meeting Law and the facility is handicap accessible.
2. **Approval of agenda:** Motion by Ms. Linnaea Newman, seconded by Ms. Nancy Watry, to approve today's agenda with the order of items at the Chair's discretion. All ayes; motion carried.
3. **Public comment/communications:** None
4. **Minutes of July 24, 2023:** Motion by Mr. Ted Cushing, seconded by Ms. Linnaea Newman to approve the July 24, 2023 ADRC Committee minutes as presented. All ayes; motion carried.
5. **Date for next meeting:** Wednesday, September 27, 2023 at 9:00 a.m. at the Aging and Disability Resource Center.
6. **Introduce new RSVP Coordinator Lori Ring:** Ms. Lori Ring was introduced to the committee.
7. **Northwoods Transit Connection Update:** Ms. Barb Newman reported that ridership is stable. They received notice that they got a grant approved and will be purchasing three to four Ford Transits. Will be presenting to the board and asking for match money for the grant. Delivery of the buses will likely be in 2024 or 2025. Informational only, no action needed.
8. **Elder Benefit Specialist/Disability Benefit Specialist Presentation:** Ms. Kris Schiek, Elder Benefit Specialist, presented both Elder Benefit Specialist and Disability Benefit Specialist roles at the ADRC. The 2022 Summary Data Disability and Elder Benefit Specialist Programs was given to the committee. Informational only, no action needed.

9. **2024 Budget and Technology Plan:** The Committee reviewed the 2024 Budget with 2022 and 2023 Comparisons. We are requesting an additional \$156,000 in County Tax Levy. The increase is mainly in Social Services in the area of Salary and Fringe as this is up significantly. There was approximately \$468,000 total increase but we were able to absorb most through grant funding. The ADRC Budget balanced out. In 2023 the Social Services and ADRC budgets were combined into one.

Technology Plan was reviewed by the Committee. The plan lays out the calendar for replacing equipment in the department. Informational only, no need to approve as it was approved by the Social Services Committee.

10. **Update on Marketing:** We are currently working on submitting language for a commercial. Mr. Gottsacker wants to talk to staff to ensure it is accurate before it is submitted. Informational only; no action needed.
11. **2023 Financial & Statistical Reports, Department Head Expense Voucher and Vendor Payment Report:** The committee reviewed the report and account balances which was ending July 31, 2023. Department Head Expense Vouchers is approved at the Social Services Committee and this committee does not feel it is necessary to review that report. Informational only, no action needed.
12. **Monthly Reports/Advocacy Update:** Mr. Joel Gottsacker reported that the State has submitted their allocation plan to the Administration on Community Living and was approved. Due to the Fiscal Responsibility Act, Older American Act funding is being pushed back to the 2023 levels. We can expect a decline in funding in the coming years. We will be looking at administration of the Home Delivered meals since that is one of the biggest programs *e.g.*, ask for a larger participant contribution per meal; encourage people to come to the congregate meal; or see if people could do less than five meals per week (prioritizing meal delivery to those most in need). Informational only, no action needed.
13. **Future agenda:** If you have any additional agenda items, please see Ms. Mary Rideout, Mr. Joel Gottsacker or Mr. Ted Cushing.
14. **Public Comment:** No public comment
15. **Adjournment:** 9:50 a.m.

Committee Chairman

Committee Secretary