

**ADRC COMMITTEE MEETING
MINUTES
December 28, 2022**

COMMITTEE MEMBERS PRESENT: Chairperson Mr. Ted Cushing Mr. James Unger, Ms. Rita Mahner, Ms. Linnaea Newman, Mr. Russ Fisher, Ms. Melanie Fralick, Ms. Joan Hauer

COMMITTEE MEMBERS EXCUSED ABSENT: Ms. Debbie Condado, Ms. Nancy Watry

STAFF PRESENT: Ms. Mary Rideout, Mr. Joel Gottsacker, Ms. Jeri Driscoll

OTHERS PRESENT: None

1. Call to order:

Chairperson Mr. Ted Cushing 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. Melanie Fralick seconded by Mr. James Unger to approve today's agenda with the order of items at the Chair's discretion. All ayes; motion carried.

3. Public comment/communications:

No public comment.

4. Minutes of November 30, 2022:

Motion by Ms. Linnaea Newman, seconded by Ms. Rita Mahner to approve the November 30, 2022 ADRC Committee minutes. All ayes; motion carried.

5. Date of next meeting:

Wednesday, January 25, 2022 at 1:30 p.m. in the Balsam Room at the Aging and Disability Resource Center.

6. Northwoods Transit Connection Update:

Ms. Barb Newman was not present at the meeting but the committee reviewed the Ridership Report.

7. 2023 Approved Purchase of Service Contract for Lynn's Catering and UW Extension:

Ms. Mary Rideout explained that these are the formal contracts for Lynn's Catering and the UW Extension.

- Lynn's Catering has the 5% increase that was approved at the prior committee meeting.

- UW Extension is a contract for Health Promotion classes throughout the county. The dollar amount is not on the contract but it will be within budget.
- Motion by Ms. Rita Mahner, seconded by Mr. James Unger to approve both contracts.

8. Department Supervision Changes:

Ms. Mary Rideout explained that effective January 1, 2023 there will be supervision changes within Social Services and the ADRC. The on-going Children's Services supervisor will be getting a new Social Worker that was approved in the 2023 budget. The social worker to supervisor ratio is already too high in this unit. To help resolve some of this issue the two APS Workers will be moving to the ADRC and supervised by the ADRC Manager/Assistant Director. This move will have all of the Adult Workers under the same roof at the ADRC. This then frees up the Child Services Access supervisor to take on the supervision of the two Children Services Support Workers from the On-Going Supervisor. Informational only, no action needed.

9. 2023 Meeting Dates/Times:

The committee agreed to keep the meeting dates the fourth Wednesday of each month at 9:00 a.m. Any changes to the meeting dates will be done as needed.

10. ADRC Website:

Mr. Joel Gottsacker showed a brief viewing of the new website. The website is more service oriented and works on mobile phones. It is in the development stage and still needs some updating. Members of the committee will review the website and bring back any suggestions to the next meeting.

11. Vouchers, Purchase Orders, and Line Item Transfers:

Mr. Joel Gottsacker presented vouchers to the committee. There were no line item transfers or purchase orders. Motion made by Ms. Linnaea Newman, seconded by Ms. Melanie Fralick to approve the vouchers as presented. All ayes; motion carried.

12. Monthly Reports/Advocacy-2021 Profile of Older Americans:

The ADRC is projected to be approximately \$73,000 in the black. This helps the overall budget since Social Services is projecting a deficit of approximately \$391,000. Social Services is hoping to receive a couple of grants that will help cover the budget deficit.

Each committee member received the 2021 Profile of Older Americans, which had a publication date of November 2022. This includes a lot of data and were we are going as a population. There is an increase in older adults. We just need to make sure we have staff as the needs of our older American's increase.

Informational only, no action needed.

13. Future Agenda topics:

- Usual agenda items.

14. Public comment/communications:

No public comment.

15. Adjournment: 9:25 a.m.

Committee Chairman

Committee Secretary

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