

**ADRC COMMITTEE MEETING
MINUTES
October 27, 2021**

COMMITTEE MEMBERS PRESENT: Chairperson Mr. Steven Schreier, Mr. Russ Fisher, Ms. Joan Hauer, Mr. James Unger, Mr. Robert Thome, Jr., Ms. Rita Mahner

COMMITTEE MEMBERS PRESENT VIA ZOOM: Mr. Ted Cushing

COMMITTEE MEMBERS EXCUSED ABSENT: Ms. Nancy Watry, Ms. Monica Pritchard

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

OTHERS PRESENT: Mr. Roger Youngren, Northwoods Transit Connection (Zoom)

OTHERS PRESENT VIA ZOOM: None

1. Call to order:

Chairperson Mr. Steven Schreier called the meeting to order at 9:00 a.m. on the second floor of the Oneida County Courthouse- County Board Room, 1 S. Oneida Ave, 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 Mr. Ted Cushing, seconded by Ms. Joan Hauer 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 September 22, 2021:

Two corrections need to be made to the minutes. Mr. James Unger's name was not correct in two motions. Motion by Mr. Russ Fisher, seconded by Mr. Robert Thome, Jr. to approve the September 22, 2021 ADRC Committee minutes with corrections. All ayes; motion carried.

5. Date/time/location of next meetings:

The next meeting will be Wednesday, November 17, 2021 at 9:00 a.m. on the second floor, Oneida County Board Room-Oneida County Courthouse, 1 S. Oneida Ave, Rhinelander, WI 2nd floor and via Zoom.

6. Northwoods Transit Connection Update:

- Mr. Roger Youngren reported that they had 1701 rides in September, which is down from 1853 in August. This is partially due to September having the Labor Day Holiday.

- They are looking into the possibility of buying a piece of property at 1106 Adams Way in Rhinelander. They are awaiting the purchase price of the property.
- Mr. Roger Youngren reported that he will be retiring effective November 12, 2021. They will be hiring for his position.
- Northwoods Transit had an uptick in driver applications. One person was hired and they currently have another interested party.

7. Dining Site Manager Wage Increase:

Currently the Dining Site Managers are a Step B, which starts at \$11.10 per hour. Management is recommending to increase the site manager position to a Step F, which starts at \$14.47 per hour, and bring all of the seven Dining Site Managers to Step F at \$14.47 per hour. Currently we can fund the increase. Motion by Mr. Robert Thome, Jr., seconded by Mr. James Unger to approve the wage increase. All ayes; motion carried.

8. Limited Term Employee – Expanding Access to COVID-19 Vaccines via the Aging Network:

Funding has been provided to the ADRC of Oneida County by the Administration for Community Living and the Centers for Disease Control and Prevention. The funding is being provided to County Aging Units to assist in removing barriers to COVID-19 vaccination for older adults, family caregivers, and aging network staff and volunteers. Working with Public Health, we have determined that a limited term employee to assist older adults and caregivers register for a vaccination or vaccine booster would benefit this population. Many older adults have difficulty with registering on-line. This position will be able to complete the on-line registration for individuals calling Public Health and answer questions for this population. They will also assist if transportation is an issue.

This position will be 100% funded by grant funds and will end upon completion of the project or when the funding is exhausted, whichever comes first. Motion by Mr. Ted Cushing, seconded by Ms. Joan Hauer. All ayes; motion carried.

9. Procedure for Filling Citizen Committee Vacancies:

Ms. Mary Rideout reviewed the handouts for Citizen Committee (Board) Member Selection Process as well as Aging & Disability Resource Center of Oneida County Committee Application. It was recommended that on the Citizen Committee (Board) Member Selection Process to only include the first three skills and/or experiences on this form. On the application form it was recommended to add a conflict of interest question. Also on both forms to include, check boxes for people to complete. Ms. Rideout will get these form revised and will present final at the November Meeting.

10. New Committee Member Orientation Packet - Draft:

Draft orientation packets were distributed and reviewed. The committee had some recommendations to add a section on Civil Rights Compliance, Organizational Chart, Closed Session, Open Meeting Law and Dealing with Media. Mr. Gottsacker will update

and bring to the November meeting.

11. 2022-2024 Aging Plan:

The 2022-2024 Aging Plan was reviewed. A 3-year plan is required by the Older American's Act. There will be a public hearing on November 17, 2021. Then it will be moved on to GWAAR.

12. Transportation for the Elderly and Disabled Application:

Reviewed 2022 application. Applications for the funds are done annually. Oneida County sub-grants the majority of funds to the Oneida Vilas Transit Commission. The ADRC also operates a volunteer driver program, which transports people who are independent in ambulation and not in a wheelchair. The 2022 application includes a third "purchased wheelchair transportation" option which can provide transportation to those persons who use a wheelchair or cannot transfer independently. The dollar amount is limited, but including this service will give us the data we will need to see how frequently these services are used and if it would benefit to buy a vehicle for transportation. It was suggested that the two private providers be contacted to share this information. Mr. Gottsacker will contact them. Public hearing will be had on the application prior to the November 17, 2021 ADRC Committee meeting.

13. Closed Session: It is anticipated that the committee will go into closed session pursuant to section 19.85(1)(g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or likely to become involved. Topic: Complaint regarding ADRC staff and potential EEOC complaint and approve minutes of August 25, 2021 and September 22, 2021 closed session. Motion by Mr. James Unger, seconded by Mr. Ted Cushing to move into closed session at 9:58 a.m. All ayes; motion carried.

14. Return to Open Session Plan:

Motion to return to open session by Cushing seconded by Thome. All ayes; motion carried. Committee returned to open session at 10:15 a.m. Chairman Schreier announced that the committee approved the minutes of August 25, 2021 and September 22, 2021 during the closed session.

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

Mr. Joel Gottsacker presented the vouchers and purchase orders to the committee. Motion made by Mr. Robert Thome, Jr., seconded by Ms. Joan Hauer to approve the vouchers and purchase orders as presented. All ayes; motion carried.

16. Monthly Reports:

Monthly report reviewed. No questions or concerns by the committee. Informational only, no action taken.

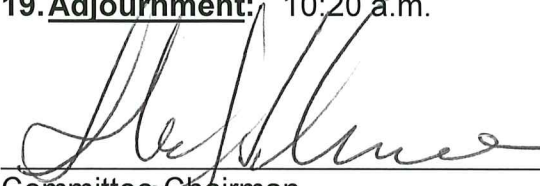
17. Future Agenda topics:

- 2022-2024 Aging Plan – Public Hearing.
- Transportation – Public Hearing.
- Northwoods Transit Update.

18. Public comment/communications:

None

19. Adjournment: 10:20 a.m.



Committee Chairman



Committee Secretary