

**AGING & DISABILITY RESOURCE CENTER OF CENTRAL WISCONSIN BOARD MEETING
ADRC-CW, 2600 Stewart Avenue, Suite 25, Wausau, WI.**

**Thursday, January 13, 2022
MINUTES**

Mission: The Aging and Disability Resource of Central Wisconsin promotes choice and independence through personalized education, advocacy, and access to services that prevent, delay, and lessen the impacts of aging and disabilities in the lives of adults.

1. Call to Order: Meeting called to order at 9:30am by Chairman, Tim Buttke
2. Roll Call Attendance: Roll call attendance by Angela Hansen
 - a. Board attendance: Bill Clendenning, Sandi Cihlar, Mike Feirer, Carol Feller-Gottard, Doug curler, Danielle Yuska, Doug Machon, Dona Schwichtenberg, Norbert Ashbeck, Dora Gorski, Tim Buttke, William Hascall, James Hampton, Tony Omernik, Kathy Meyer
 - b. Staff in attendance: Jennifer Cummings, Erin Wells, Barb Hartwig, Ronda James, Mike Rhea, Kit Ruesch, Steve Prell, Angela Hansen
 - c. Others in attendance: Roy Dieck, Judy Nagel, Krista Mischo
3. Public Comments:
 - a. Jennifer Cummings states GWAAR has approved the 2022-2024 Aging Plan.
4. Approval of Minutes – 12/09/2021
 - a. Correction to attendance, Doug Machon is added to the list of attendees.
 - b. Motion to approve 12/09/2021 minutes by Norbert Ashbeck, seconded by Sandi Cihlar.
 - c. Motion passes, minutes approved.
5. Discussion/possible action – Finance Committee Report
 - a. Presented by Steve Prell, program income transfer due to congregate services not running during 2021.
 - b. Full report in the board packet.
 - c. Motion to approve the Finance Committee Report by Danielle Yuska, seconded by Will Hascall.
 - d. Motion passes, report approved.
6. Educational Item: Senior Nutrition Service cancellation in event of emergencies and winter weather
 - a. Ronda James explains the communication plan in place when senior nutrition programs are suspended for a day due to weather/road conditions or any other emergency that prevents us from safely delivering meals.
 - b. No action taken.



7. Discussion/possible action – Major Three-Year Food Contract for Wausau/Marathon County Service Area
 - a. Ronda James requests the emergency one month contract with Lynn’s Catering be extended to a full three-year contract.
 - b. Steve Prell discusses the budgetary impact of the new contract.
 - c. Motion to approve the three-year contract for Wausau/Marathon County Service Area with Lynn’s Catering by Mike Feirer, seconded by Danielle Yuska.
 - d. Motion passes, contract approved.

8. Discussion/possible action – Updated 2021-2023 Lynn’s Catering contract for Antigo and Merrill service areas.
 - a. Ronda James gives background of discussion with Lynn’s Catering regarding the current contract.
 - b. Steve Prell discusses the budgetary impact of the contract adjustment.
 - c. Motion to approve the updated Lynn’s Catering contract for Antigo and Merrill by Norbert Ashbeck, seconded by Mike Feirer.
 - d. Motion passes, contract adjustment approved.

9. Discussion/possible action – Possible revision to 2020-2022 Norwood contract for Marshfield and Wisconsin Rapids service areas.
 - a. Ronda James gives background on why this contract is being reviewed prior to the end of the contract.
 - b. Steve Prell discusses the budgetary impact of the contract adjustment.
 - c. Motion to approve the Norwood contract adjustment by Bill Clendenning, seconded by Sandi Cihlar.
 - d. Motion passes, contract adjustment approved.

10. Discussion/possible action – Follow up reporting on State contact regarding funds to renovate property at 902 5th Avenue, Antigo, WI. 54409.

All activities related to this item are dependent upon seeking and obtaining funding from the Wisconsin Department of Health Services.

 - a. Mike Rhea discusses the results of asking the State for funding on this project. The State has no funding on the ADRC or Aging side to fund a project like this. Applying for project funding has changed and the limitations do not support a project of this size.
 - b. No action taken.



11. Discussion/possible action: Executive Committee Report on the recruitment of a new executive director.

- a. Tim Buttker provides information on the posting for Executive Director. The posting closed on January 10. There are 27 applicants. Marathon County did the initial screening and resumes were sent to the Executive Committee.
- b. Of the 27 applicants, the Search Committee will review 15 applications.
- c. The committee is planning to meet Tuesday, January 18 to review the applications. First round interviews are scheduled to take place the week of January 31. Second round interviews are scheduled to take place the week of February 14. The plan is to extend a job offer the week of February 28.

12. Discussion/possible Action: ADRC-CW Wisconsin Rapids Office update

- a. Jennifer Cummings provides an update on the office conditions. The heat has been restored, the ceiling leaks have been identified. The City of Wisconsin Rapids is exploring replacing the roof and heating units as they are able to. The windows are scheduled to be replaced for better protection from the weather. The carpets are scheduled to be replaced and the walls are scheduled to be painted in following years.
- b. Bill Clendenning asked for an update on the meal site in the Centralia Center. Participants from the Park Place day center are now participating in lunch and they are bringing helpers from the center to assist.

13. Director's Report

- a. Mike Rhea highlights the new hires: Elder Benefit Specialist, Bettina Steadman and Dementia Care Specialist, Jennifer Thompson

14. Future Agenda Items

- Educational Item: Benefits Specialist program/Medicare Part D Open Enrollment Period

15. Adjournment

- a. Meeting adjourned at 10:47am.