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ADRC Governing Board Minutes
November 13, 2014

- I. **Certification of Open Meeting Law -**
- II. **Pledge of Allegiance** – Omitted.
- III. **Call to Order** – Chairman Warren Brewer determined that there were not enough members to form a quorum, so he designated this meeting as informational only.
- IV. **Introduction of New Members, if applicable.**
- V. **Roll Call/Mileage –**

Adams:

Green Lake:

Marquette:

Waushara:

Suzi Giesen
Joy Waterbury

Jan Banicki
Dave Benson

Warren Brewer
Russell Heise

Absent: Bobbi Jo Anderson, Beverly Ward, Rocky Gilner (Adams Cty); Cindy Skipchak (Green Lake); Gerald Hebert II (Marquette); Fred Kaiser, Bernadette Krentz, Linda Manske (Waushara)
Guest(s): LeRoy Dissing & Philip Robinson (Green Lake); Jan Krueger & Mandy Stanley (Marquette); Dawn Buchholz (Waushara)
ADRC Staff: Jennifer Dille, Fran Geier

- VI. **Adoption of the Agenda:** *Motion was made to adopt the agenda by N/A, seconded by N/A . Motion carried.*
- VII. **Approval of Minutes of the Previous Meeting:** *Motion by N/A to approve the minutes of September 11,2014, seconded by N/A . Motion carried.*
- VIII. **Public Comment (3 minutes/person, maximum of 15 minutes):** None.
- IX. **New Business:**
 - 2015 Budget:** Due to a lack of a quorum, Chairman Brewer decided to discuss the proposed 2015 Budget first. He noted a couple of item: 1) Outreach/Marketing was reduced from \$12,000 to \$10,000 due to increased advertising by the State, plus Shannon Myers does a lot of outreach while doing Health Promotions; 2) The Health Promotion Program will now be 100% covered by the ADRC with any grants received used to offset the expense. MA-time reporting (federal) is budgeted at 37%, but usually comes in at 42%. Otherwise, the budget had very minor adjustments. Because the budget needs to be sent in to the State before the end of the year, Chairman Brewer appointed Suzi Giesen, Jan Banicki, and Russell Heise to a subcommittee to review the budget. The subcommittee tentatively approved the budget with 3 years. The 2015 Budget will be need to be formally approved at the next ADRC Governing Board meeting in January, provided there is a quorum.
- X. **REPORTS:**
 - A. **ADRC Local Activities (Jennifer Dille):**
 - 1. **Presentation by Kay Martin (Resource Specialist):** Kay Martin briefly described her duties as a Resource Specialist – answering phones, connecting clients with resources, conducting online research, making home visits for long-term care programs such as Family Care or IRIS, doing functional screening, helping with applications, following up on referrals.
 - 2. **Presentation by Matt Wecker (Disability Benefits Specialist):** Matt Wecker explained that he works primarily in Green Lake County, but occasionally works in Waushara County. He described his job as working with clients to determine whether they are eligible for Social Security Disability, Medical Assistance or other benefits. He helps with the application process

which can take 5-6 months. His clients range from 18-59 years old. There is mandatory monthly training, weekly contact with Madison attorneys, and yearly reviews of his files. He noted that clients are twice as likely to be approved with a DBS or other advocate assisting.

3. **Regional Management Plan:** Jennifer distributed copies of the Regional ADRC Management Plan to those members in attendance for their review. She stated that the State requested one from each ADRC (replaces former MOU's) and will be submitted with the Annual Report at the end of the year.
4. **Staffing Updates:** Sara Bartel, Options Counselor from Green Lake, has resigned. Her position will be posted next week. The annual ADRC Conference will be on April 15-17, 2015, in La Crosse. Shannon Myers is still working as the Health Promotion Programs Coordinator, but Jennifer will meet with Debbie Paavola, Waushara County Department of Aging Director, after the end of the year to discuss posting the job.
5. **Change Project Update – Follow-up Policy/Procedure:** Not discussed.

B. State Activity:

1. **ADRC Directors Meeting Updates (Jennifer):** Not discussed.

The meeting ended at 2:10 pm. The next meeting is scheduled for Thursday, January 8, 2015, at 1:00 pm at Marquette County.

Respectfully Submitted

Fran Geier, ADRC Resource Assistant