

**ADRC COMMITTEE MEETING
MINUTES
April 23, 2024**

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

COMMITTEE MEMBER EXCUSED ABSENT: Ms. Debbie Condado

STAFF PRESENT: Ms. Mary Rideout, Mr. Joel Gottsacker, Ms. Stephanie Keckeisen, Ms. Heidi Chavez, Ms. Barb Newman

-
1. **Call to order:** Chairperson Mr. Ted Cushing called the meeting to order at 1:00 p.m. in the County Board Room at the Oneida County Courthouse. 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. Joan Hauer, seconded by Ms. Melanie Fralick, 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 February 27, 2024 and Minutes of March 27, 2024:** Motion by Ms. Linnaea Newman, seconded by Ms. Rita Mahner to approve both February 27, 2024 and March 27, 2024 ADRC Committee minutes as presented. All ayes; motion carried.
 5. **Date for next meeting:** Wednesday, May 22, 2024 at 9:00 a.m. at the ADRC in the Balsam Room.
 6. **Election of Vice Chair:** Mr. Ted Cushing nominated Mr. Russ Fisher as Vice Chair of the ADRC Committee, which was seconded by Mr. James Unger. No other nominations were made. Motion made by Mr. Ted Cushing to close nominations and elect Russ Fisher Vice-Chair by unanimous consent, seconded by Ms. Nancy Watry. All ayes; motion carried.
 7. **Northwoods Transit Connection:** The four transit vehicles will arrive this Friday. It will take about a month to get them up to service before they are out on the road.
 8. **2023 Social Services Annual Report:** As of now, the Department of Social Services is trending to have a surplus of about \$256,421 at the end of 2023. This money will rollover to a special fund that can help with out-of-home costs if the need arises. In 2023, two adult APS workers were moved to the ADRC building to help better manage and coordinate care for our clients. In 2023, we have maintained two recovery coaches

through AmeriCorps. These recovery coaches must have “lived experience”. The Agency received a Relative Caregiver Grant that ran from October 2022 – September 2023 that helped support relative caregivers who agreed to take custody of children in time of need. In the last two years, Oneida County has experienced a decrease in the number of children and youth in out-of-home care. The Kindship Care Program assists with costs associated to caring for the child; in 2023 it was \$300 and has now since increased to \$350 per month. The Agency received the Youth Justice Innovation Grant for 2023, which allowed Botvin Life skills to be integrated into elementary schools. The (CJCC) Criminal Justice Coordinating Committee implemented the TAD Grant that began taking referrals in July 2023. 16 referrals were received, eight males and eight females that started enrollment in early 2024. Economic Support hired one additional staff member to help with the increase in demands. Internally the Agency has implemented some changes like the remodel of the Agency to make it feel more warm and welcoming. Quarterly stress recess meetings are offered to the entire Agency to talk about different topics related to stress and how to manage that stress. The Agency’s Volunteer Committee created “Jean Friday” where every Friday staff members get to wear jeans and donate \$2 every week. The committee then picks different organizations within the community to donate the money too.

- 9. Human Service Department Planning Update:** Work groups have been created to implement the creation of Human Service in Oneida County. The Agency’s number one focus is Staffing. The staffing work group has been meeting and going over pay, benefits package and such. Once this group has its recommendation it will need to be presented to the County Board for approval before any positions can be created. The Financial/IT work group was created to integrate financial information. The buildings and grounds group has been busy currently focusing on the repairs for the Koinonia building. The Board development group is responsible for determining the structure for the Oneida County Human Service Board. Come December 2024 the Social Service Committee will end and a Human Service Board will be created. The Chair of the Social Service and the Chair of the ADRC Board will meet with Ms. Mary Rideout and Mr. Joel Gottsacker to discuss recommendations on Board members. The Certifications group is responsible for making sure the Agency has the applications for Certifications needed. The Crisis Services group, which is still under development, will be responsible for the development of the preferred crisis response system for the three counties. The Legal group is responsible for legal matters regarding establishment of Department of Human Services in the three Counties. Currently each organization has its own policies and that is something that will be reviewed, as we will need to bring them together as one. Mr. Patrick Cork is bringing a consumer stakeholders group together to get feedback on the transition and to also to get their input on what they would like to see.

- 10. Resolution to Accept Donation:** Lynda Lukowski volunteers at the ADRC. She is also involved in planning group activities. Lynda is donating a total of \$4000 to the ADRC for the Nutrition Program. Motion by Mr. James Unger, seconded by Nancy Watry to accept the donation from Lynda Lukowski for the Nutrition Program and forward to the County Board for their approval. All ayes; motion carried. Mr. Ted Cushing noted this is a consent agenda item.
- 11. Conflict of Interest Policy-ADRC Committee Members:** Review Annually; no action needed
- 12. Approve Nutrition Council Membership and RSVP Advisory Committee:** Motion by Nancy Watry, seconded by James Unger to approve both Nutrition Advisory Council and the RSVP Committee members as presented.
- 13. Update on Marketing Plan:** The 2024-2025 Resource Directory has been printed and currently working on getting those distributed. Last week the commercial ended that was airing. WJFW met with Mr. Joel Gottsacker; WJFW is currently working on putting a commercial together regarding the ADRC Specialists and how the ADRC offers free services and unbiased help.
- 14. 2024 Financial & Statistical Reports, & Vendor Payment Report:** Financially the ADRC is doing well. The Agency as a whole is projected to have a half million deficit for the 2024 end of year. The statistical reports will have a month delay. During May's meeting, the March reports will be available. Mr. Ted Cushing noted the financial report was received as states in the County code.
- 15. Advocacy Update:** Congress did not give out any extra funding. The Older American's Act is up this year and the Agency would like to see that C1 and C2 be put into one account so the Agency can use the fund appropriately and focus more on the Nutrition Program. May 15, 2024 is Older Americans Day.
- 16. Future Agenda Topics:** Usual agenda items
- 17. Public Comment:** None
- 18. Adjournment:** 1:47 p.m.

Committee Chairman

Committee Secretary