

**ADRC COMMITTEE MEETING
MINUTES
January 24, 2024**

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

COMMITTEE MEMBER EXCUSED ABSENT: Ms. Debbie Condado, Ms. Joan Hauer

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

OTHERS PRESENT: Mr. Steven Schreier

1. **Call to order:** Chairperson Mr. Ted Cushing called the meeting to order at 11:00 a.m. in the Balsam Room at the Aging and Disability Resource Center (ADRC), 100 Keenan Street, Rhinelander, WI. 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. Nancy Watry, seconded by Ms. Linnaea Newman, 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 December 27, 2023:** Motion by Ms. Melanie Fralick, seconded by Mr. James Unger to approve the December 27, 2023 ADRC Committee minutes as presented. All ayes; motion carried.
5. **Date for next meeting:** Tuesday, February 27, 2024 at 11:00 a.m. at the Aging and Disability Resource Center.
6. **Northwoods Transit Connection:** Ridership is doing well and they are fully staffed. Mr. Joel Gottsacker will attend the January 25, 2024 meeting to find out information on the building issues as the rent has gone up for 2024.
7. **Human Service Structure Update:** Mr. Patrick Cork is back. He will be holding a Stakeholder Meeting with the Sokaogon Chippewa on Friday, January 26, 2024. He has meetings scheduled for February and hopes to have the feasibility study done in March to present to the board. There is a link on the Department of Social Services webpage for anyone wanting more information.
8. **Nutrition Program – Request to Increase Requested Contributions:** Cost of food has gone up and the grant has not seen much of an increase. We will still ask adults to pay what they can afford but requesting, starting in March, the ADRC charge \$4.50 for

congregate meals and \$5.00 for home delivered meals. Motion by Ms. Linnaea Newman to approve the increase in contributions starting in March, seconded by Mr. James Unger. All ayes; motion carried.

9. **Update on Vendor Audit Issue:** The vendor has found an auditor that can get to the audit in June, which will be for the year 2022. Once that is complete they can then focus on the year 2023. Ms. Mary Rideout will check back around June/July with the vendor to see how the process is going. Informational only, no action needed.
10. **Recommendation to County Board to reappoint Rita Mahner to the ADRC Committee for a second three-year term to end march 31, 2027:** Ms. Rita Mahner agreed to a second three-year term. Ms. Nancy Watry motioned to Reappoint Ms. Rita Mahner to the ADRC Committee, seconded by Ms. Linnaea Newman. All ayes; motion carried.
11. **Update on Marketing Plan:** The ADRC commercial is doing well for RSVP's and has helped increase walk-ins for volunteers. Hoping for some public input as starting to look at the aging plan for the 2025-2027 year. Informational only, no action needed.
12. **2023 Financial & Statistical Reports, and Vendor Payment Report:** We are looking good as we close out December and looks like we are ending 2023 in a good fiscal situation.
13. **Monthly Reports/Advocacy Update:** The Committee received and reviewed the required reports.

Mr. Ted Cushing had to leave the meeting, and Mr. Russ Fisher assumed the responsibilities of the chair.

14. **Closed Session:**

It is anticipated that motion will be made, seconded and approved by roll call vote to enter into closed session pursuant to Section 19.85(1)(c). "considering employment, promotion, compensation or performance evaluation data of any public employee over which this body has jurisdiction or responsibility." Topics: Department Head Evaluation and Goals; Social Services Director. It is anticipated that the committee will return to open session by roll call vote to consider the remainder of the meeting agenda. At 11:18 a.m. Mr. Russ Fisher motioned to move to closed session, Ms. Linnaea Newman seconded. Roll Call vote, Mr. Russ Fisher, yes; Ms. Linnaea Newman, yes; Mr. James Unger, yes; Ms. Melanie Fralick, yes; Ms. Rita Mahner, yes; Ms. Nancy Watry, yes. Motion carried. The committee moved to close session.

Motion to return to open session @ 11:45 am by Ms. Linnaea Newman, seconded by Mr. James Unger, roll call vote, Mr. James Unger, yes; Ms. Melanie Fralick, yes; Ms. Rita Mahner, yes; Ms. Nancy Watry, yes; Mr. Russ Fisher, yes; Ms. Linnaea Newman, yes;. Motion carried.

Mr. Russ Fisher, announced that no further action needed, the committee reviewed Social Services Director Performance Evaluation and goals.

15. Adjournment:

Committee Chairman	Committee Secretary
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