

AMENDED NOTICE OF MEETING

COMMITTEE: Aging & Disability Resource Center (ADRC) Committee
PLACE: Aging & Disability Resource Center (ADRC), Balsam, 100 Keenan Street, Rhinelander, WI
DATE: Monday, January 27, 2025
TIME: 9:00 a.m.

Zoom is being offered as a convenience for this meeting. If Zoom functionality drops, the meeting will continue in-person at the location listed above subject to committee quorum.

Call in information: Phone Number (312) 626-6799 Meeting ID 979 2165 7783 Passcode 454827

It is possible that a quorum of County Board members will be at this meeting to gather information about a subject over which they have decision-making responsibility. This constitutes a meeting of the County Board pursuant to State ex rel. Badke v. Village Board of Greendale, 173 Wis. 2d 553, 494 N.W.2d 408 (1993), and must be noticed as such, although the County Board will not take any formal actions at this meeting. It is also possible that there may be quorums of other County Board Committees present, although those committees will not take any formal action at this meeting.

Agenda

All agenda items assumed to be discussion/decision items

AGENDA:

1. Call the Meeting to Order
2. Approve Agenda for Today's Meeting
3. Public Comment/Communication
4. Approve Minutes From the December 30, 2024 Meeting
5. Introduction of Mya Olkowski, ADRC Manager
6. Northwoods Transit Connect Update
7. ~~Recommendation to County Board to reappoint Nancy Watry to the ADRC Committee for a second three-year term to end March 31, 2028~~
7. **Review Procedure for Filling Vacancies on the ADRC Committee**
8. Opening on the Retired Senior Volunteer Program (RSVP) committee
9. Human Service Department Planning Update
 - a. Organizational Chart
 - b. Staffing Update – Vacancies
10. Marketing Update
11. 2024 Financial & Statistical Reports, and Vendor Payment Report
12. Future Agenda Topics
13. Public Comment
14. Adjournment

NOTICE OF POSTING

TIME: 9:00 a.m.

DATE: 01-21-2025

PLACE: Courthouse Bulletin Board

TED CUSHING, CHAIRMAN

Notice posted by Amber Dickman, Administrative Support. Additional information on a specific agenda item may be obtained by contacting the person who posted this notice at 715-369-6170.

NEWS MEDIA NOTIFIED BY EMAIL

DATE: 01-21-2025

TIME 9:00 a.m.

Northwoods River News

Lakeland Times

Star Journal

Tomahawk Leader

WHDG Radio Station

News WJFW Channel 12

WXPR Radio Station

WPEG.net Television Network

WSAW

Vilas County News Review

Notice is hereby further given that pursuant to the American with Disabilities Act reasonable accommodations will be provided for qualified individuals with disabilities upon request. Please call County Clerk at 715-369-6144 with specific information on your request allowing adequate time to respond to your request.

Compliance checklist with the Wisconsin Open Meeting Law.

GENERAL REQUIREMENTS:

Must be held in a location which is reasonably accessible to the public.

2. Must be open to all members of the public unless the law specifically provides otherwise.

NOTICE REQUIREMENTS:

1. In addition to any requirements set forth below, notice must also be in compliance with any other specific statute.

2. Chief presiding officer or his/her designee must give notice to the official newspaper and to any members of the news media likely to give notice to the public.

MANNER OF NOTICE:

Date, time, place and subject matter, including subject matter to be considered in a closed session, must be provided in a manner and form reasonably likely to apprise members of the public and news media.

TIME FOR NOTICE:

1. Normally, a minimum of 24 hours prior to the commencement of the meeting.

2. No less than 2 hours prior to the meeting if the presiding officer establishes there is good cause that such notice is impossible or impractical.

3. Separate notice for each meeting of the governmental body must be given.

EXEMPTIONS FOR COMMITTEES & SUBUNITS

Legally constituted sub-units of a parent governmental body may conduct a meeting during the recess or immediately after the lawful setting to act or deliberate upon the subject which was the subject of the meeting, provided the presiding officer publicly announces the time, place and subject matter of the sub-unit meeting in advance of the meeting of the parent governmental body.

PROCEDURE FOR GOING INTO CLOSED SESSION:

1. Motion must be made, seconded and carried by roll call majority vote and recorded in the minutes.

2. If motion is carried, chief presiding officer must advise those attending the meeting of the nature of the business to be conducted in the closed session, and the specific statutory exemption under which the closed session is authorized.

SYNOPSIS OF STATUTORY EXEMPTIONS UNDER WHICH CLOSED SESSIONS ARE PERMITTED:

1. Concerning a case which was the subject of a Judicial or quasi-judicial trial before this governmental body. Sec. 19.85(1)(a)

2. Considering dismissal, demotion or discipline of any public employee or the investigation of charges against such person and the taking of formal action on any such matter; provided that the person is given actual notice of any evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action is taken. The person under consideration must be advised of his/her right that the evidentiary hearing be held in open session and the notice of the meeting must state the same. Sec. 19.85(1)(b)

3. Considering employment, promotion, compensation or performance evaluation data of any public employee over which this body has jurisdiction or responsibility. Sec. 19.85(1)(c)

4. Considering strategy for crime detection or prevention. Sec. 19.85(1)(d)

5. Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session. Sec. 19.85(1)(e)

6. Considering financial, medical, social or personal histories or disciplinary data of specific person, preliminary consideration of specific personnel problems or the investigation of specific charges, which, if discussed in public, would likely have a substantial adverse effect on the reputation of the person referred to in such data. Sec. 19.85(1)(f), except where paragraph 2 applies.

7. Conferring with legal counsel concerning strategy to be adopted by the governmental body with respect to litigation in which it is or is likely to become involved. Sec. 19.85(1)(g)

8. Considering a request for advice from any applicable ethics board. Sec. 19.85(1)(h)

PLEASE REFER TO CURRENT STATUTE SECTION 19.85 FOR FULL TEXT

CLOSED SESSION RESTRICTIONS:

1. Must convene in open session before going into closed session.

2. May not convene in open session, then convene in closed session and thereafter reconvene in open session within twelve hours unless proper notice of this sequence was given at the same time and in the same manner as the original open meeting.

3. Final approval or ratification of a collective bargaining agreement may not be given in closed

session.

4. No business may be taken up at any closed session except that which relates to matters contained in the chief presiding officer's announcement of the closed session.

5. In order for a meeting to be closed under Section 19.85(1)(f) at least one committee member would have to have actual knowledge of information which he or she reasonably believes would be likely to have a substantial adverse effect upon the reputation involved and there must be a probability that such information would be divulged.

Thereafter, only that portion of the meeting where such information would be discussed can be closed. The balance of that agenda item must be held in open session.

BALLOTS, VOTES AND RECORDS:

1. Secret ballot is not permitted except for the election of officers of the body or unless otherwise permitted by specific statutes.

2. Except as permitted above, any member may require that the vote of each member be ascertained and recorded.

3. Motions and roll call votes must be preserved in the record and be available for public inspection.

USE OF RECORDING EQUIPMENT:

The meeting may be recorded, filmed, or photographed, provided that it does not interfere with the conduct of the meeting or the rights of the participants.

LEGAL INTERPRETATION:

1. The Wisconsin Attorney General will give advice concerning the applicability or clarification of the Open Meeting Law upon request.

2. The municipal attorney will give advice concerning the applicability or clarification of the Open Meeting Law upon request.

PENALTY:

Upon conviction, any member of a governmental body who knowingly attends a meeting held in violation of Subchapter IV, Chapter 19, Wisconsin Statutes, or who otherwise violates the said law shall be subject to forfeiture of not less than \$25.00 nor more than \$300.00 for each violation.

Prepared by Oneida County Corporation Counsel Office - 5/16/96

**ADRC COMMITTEE MEETING
MINUTES
December 30, 2024**

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

COMMITTEE MEMBERS EXCUSED: Ms. Debbie Condado and Ms. Joan Hauer

STAFF PRESENT: Mr. Joel Gottsacker, Ms. Mary Rideout and Ms. Amber Dickman

1. **Call to Order:** Chairperson Mr. Ted Cushing called the meeting to order at 9:00 a.m. in the Balsam Room at the ADRC. 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. Linnaea Newman, seconded by Ms. Nancy Watry, 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. **Approve Minutes of November 25, 2024:** Motion by Mr. Russ Fischer, seconded by Ms. Rita Mahner, to approve November 25, 2024 ADRC Committee minutes as presented. All ayes; motion carried.
5. **Meeting Dates and Time 2025:** It was decided to continue holding the ADRC Committee Meetings on the fourth Monday of each month at 9:00 a.m. The next meeting will be held on Monday, January 27, 2025 at 9:00 a.m. at the ADRC in the Balsam Room.
6. **Human Service Department Planning Update:**
 - a. **Human Service Board Update:** The Human Service Board Committee will consist of the five current Social Services Committee Members, Mr. Robb Jensen, Mr. Dan Hess, Mr. Ted Cushing, Ms. Debbie Condado, and Mr. Steven Schreier, as well as four community members, Ms. Tiffany Rohan, Ms. Angie Koch, Mr. Jim Winkler, and Ms. Michelle Hartness.
 - b. **Staffing Update – Vacancies:** Ms. Mary Rideout has created a spreadsheet to keep track of vacancies within the newly large department. A reclassification of an Administrative position was approved to create an Office Manager Position that will serve the Timber Drive and Courthouse locations. Interviews were held on Friday, December 27, 2024 and the hope is to have a selection by the end of this week. The First Impressions Agent at the Timber Drive location position was filled and they will start January 2, 2025. A CCS position for the Timber Drive location was filled by a current Social Worker at the Courthouse, so a Social Worker position will be vacant. The ADRC Manager position was offered to and accepted

by Ms. Mya Olkowski. She was originally hired for the Dementia Care Specialist position so there will still be an opening for that position.

- c. Oneida County Human Service Program Guide:** A guide has been created to summarize all of the programs offered through what will be Oneida County Human Services. This guide is being shared with Administrative staff to fit with the “no wrong door” philosophy, meaning people will be able to access services from all locations regardless of what facility they call. It is also being used to educate the community. Administrative staff are tracking how many times they are utilizing the guide.
- 7. Resolution to Accept \$2000 Donation to the Senior Nutrition Program:** The ADRC Nutrition Program received a \$2000 donation. Motion by Ms. Melanie Fralick, seconded by Mr. James Unger, to accept the \$2000 donation and forward on to the County Board. All ayes; Motion carried.
- 8. Approve ADRC Specialist LTE Position for 2025:** Due to continued vacancies, it is being requested to continue utilizing the LTE position that was approved for 2024. Motion made by Ms. Nancy Watry, seconded by Mr. Ted Cushing, to approve the LTE ADRC Specialist position for 2025. All ayes; motion carried.
- 9. Recommendation for Increase to Caterer Contract for 2025:** Lynn’s Catering has requested a 5% increase in meal prices for 2025. The contract allows for a 3% increase yearly. Prices for surrounding counties that Lynn’s Catering serves were looked at. The request is to split the difference and offer a 4% increase which would make the price of each meal \$6.76. Motion by Ms. Linnaea Newman, seconded by Ms. Rita Mahner, to approve a 4% increase to Lynn’s Catering for 2025. All ayes; motion carried.
- 10. Update on Nutrition Funding:** There are some concerns around the Nutrition Program that if there is not a substantial change in State or Federal Funding then the Agency might have to look at tax levy to cover costs. Mr. Russ Fischer has been working with the Wisconsin County Association and they do realize that the Nutrition Program is an issue within Counties. Mr. Russ Fischer and Ms. Mary Rideout met with State Representative, Mr. Rob Swearingen to discuss the need for an increase in funding. Mr. Rob Swearingen agreed that an increase in funding would be appropriate and he will make the request. It is on the County Association Legislation agenda.
- 11. Department Long Range Plan 2025-2027:** A culture survey goes out every three years to staff and community partners to determine how the department is doing, what is being done well, and what could be improved on. While it is no longer required by the County, it is best practice and the department continues to do a long range plan. This long range plan contains some things it has in the past as well as looking at combining staff from three facilities and creating a positive environment amongst staff, encouraging staff to

educate one another and work together, obtaining highly qualified staff members, being fiscally resourceful, creating one website which will showcase all programs and services offered by Oneida County Human Services, and combining new outreach efforts. A culture survey will be sent out to all staff and community partners annually for the first year or two due to the big transition to one Human Service Department.

- 12. 2025 Purchase of Service Contracts for UW Extension – Health Promotion:** The ADRC has partnered with UW Extension for Title III-D services. Health promotion programming such as Strong Bodies and Mind Over Matter are a couple examples of these programs. Ms. Laurel Parins from UW Extension has been working with the ADRC to provide health promotion opportunities equally throughout the county. UW Extension pays for half of the program and the ADRC's cost for 2025 would be \$30,755.00. It is cheaper to partner with UW Extension versus paying one staff member through the county to coordinate these programs. Motion made by Ms. Nancy Watry, seconded by Ms. Rita Mahner, to approve the 2025 purchase of service contracts for the UW Extension. All ayes; motion carried.
- 13. Marketing Update:** No real updates. NRG Media is still being utilized for marketing. Once the new ADRC Manager takes over, talks will resume about how to move forward.
- 14. Northwood's Transit Connection Update:** There has been some staffing issues. An increase in riders is expected now that share rides will no longer be available. Some buses are being stored at the Hazelhurst Town Hall.
- 15. 2024 Financial & Statistical Reports, and Vendor Payment Report:** The Nutrition Program and Transportation have shown some deficit but overall the ADRC is projecting to come out pretty even. The Agency as a whole shows a deficit. It was noted by Mr. Cushing that the Financials were received.
- 16. Future Agenda Topics:** Usual agenda items.
- 17. Public Comment:** None.
- 18. Adjournment:** 9:29 a.m.

Committee Chairman

Committee Secretary

Aging & Disability Resource Center of Oneida County Committee Application

Mission: To provide older adults and people with physical or intellectual/developmental disabilities the resources needed to live with dignity and security, and achieve maximum independence and quality of life. The goal of the ADRC is to empower individuals to make informed choices and to streamline access to the right and appropriate services and supports.

The Aging and Disability Resource Center of Oneida County represents and supports two groups of Oneida County residents so that they may live safely and independently in the community.

- Adults ages 60 and older, with or without a disability;
- Adults ages 18-59 who live with a physical, developmental, or intellectual disability.

Services provided by the Aging and Disability Resource Center (ADRC) include, but are not limited to:

- providing information about available services,
- determining eligibility for publicly funded long-term care services, and
- referring individuals and families to appropriate programs for assistance.

The Aging and Disability Resource Center Committee serves as the committee of jurisdiction responsible for specific duties related to the policies, operations, and services provided by the ADRC.

The ADRC committee members have three main roles:

1. To serve as an advocate for older adults; adults with physical, intellectual or developmental disabilities; and their caregivers.
2. To provide strategic direction to ensure fidelity to the ADRC mission.
3. Represent and promote the ADRC and the services it provides to the community at large.

Members of the Oneida County ADRC Governing Board

- have experience as an older adult, live with a disability, and/or serve as a caregiver for a person who is elderly, or lives with a physical, medical, intellectual or developmental disability;
- have an interest in or knowledge of the ADRC or long-term care services;
- represent the wide diversity of people who receive services through the Aging and Disability Resource Center.

As an ADRC committee member, you can expect to:

1. Attend business meetings 12 times per year, and occasional additional special meetings.
2. Participate in listening sessions and meetings with collaborative partners on occasion.
3. Connect with other people who are committed to supporting older adults, adults with disabilities, and their caregivers.

An appointment to the ADRC committee begins with familiarizing yourself with the ADRC and the ADRC committee. If involvement in this committee is something you would like to volunteer for then please submit an application to the ADRC Manager.

For further information, please visit the ADRC website at adrc.co.oneida.wi.us or call 715-369-6170.

Aging & Disability Resource Center Application Process

Dear Candidate,

Thank you for your expressed interest in serving on the ADRC of Oneida County Committee. To better accommodate you, and in order to be considered in a timely manner, please complete the following sections and return the required documentation to Joel Gottsacker, ADRC Manager, at jgottsacker@co.oneida.wi.us, or mail to 100 W. Keenan St., Rhinelander WI 54501.

To complete your recruitment process:

Part A. (Please check at least one of the boxes below)

- I am an adult age 60 or older
- I have a physical disability or am a caregiver or advocate for persons with physical disabilities
- I have an intellectual/developmental disability or am a caregiver or advocate for persons with intellectual/developmental disabilities

Part B. Please submit the following information and check the boxes once the information has been included in this packet:

- a letter explaining your interest
- a recent biography or resume
- a letter of recommendation

Please note: Consideration for committee recommendation will not occur until the above requirements are fulfilled and all documentation is submitted.

Candidate Signature: _____

Printed Name: _____ Date _____

Candidates chosen to serve on the ADRC Committee will be notified following the committee meeting wherein the recommendation is made.

Chosen candidates will be asked to certify that they or their family members have no financial interest in or are employed by a Family Care managed care organization, IRIS Consultant Agency, or provider of the ADRC.



Citizen Committee (Board) Member Selection Process

November 2021

The **Aging and Disability Resource Center** of Oneida County mission is to provide older adults and people with physical or intellectual/developmental disabilities the resources needed to live with dignity and security, and achieve maximum independence and quality of life. The goal of the ADRC is to empower individuals to make informed choices and to streamline access to the right and appropriate services and supports.

The **Aging and Disability Resource Center Governing Board** performs the following roles for the ADRC:

1. Provides strategic direction to the ADRC to ensure fidelity to the ADRC mission
2. Advocates for older people, adults with physical and intellectual disabilities, and caregivers in the ADRC's service area
3. Represents and promotes the ADRC and the services it provides to the community at large

When a citizen vacancy occurs on the ADRC Committee, the following process is followed:

1. **Advertising:** The ADRC will issue a public service announcement (PSA) notifying the public of the vacancy on the board and the requirements of the vacant seat (i.e.: what target population needs to be represented on the Board). The vacancy will also be posted on the ADRC's website and Facebook page. The open seat will be posted for a minimum of 2 weeks.
2. **Candidates:** Candidates for the open seat will be asked to complete the ADRC Citizen Committee member application form (see attached).
3. **Selection:** All applications for the vacant seat will be provided to the ADRC Committee at its next scheduled meeting after the due date for applications.
4. **Selection Criteria:**
The membership on the board must include people over the age of 60, adults with physical disabilities or intellectual disabilities, or their family members, guardians or other advocates. The candidates must meet the target population vacancy as advertised to fulfil this requirement.

100 W. Keenan St.
Rhineland WI 54501



Phone (715) 369-6170
Toll Free (800) 379-7499
Fax (715) 369-6245

Board members selected will have one or more of the following skills and/or experiences:

- Experience as an older adult, live with a disability, and/or serve as a caregiver for a person who is elderly, or lives with a physical, medical, intellectual or developmental disability;
- Have an interest in or knowledge of the ADRC or long-term care services;
- Represent the wide diversity of people who receive services through the Aging and Disability Resource Centers.

5. **Conflict of Interest:** ADRC Committee members involved in the selection of a new member will discuss a potential conflict with any of the candidates with the Committee Chair. The Committee Chair will consult with the ADRC Manager and DSS Director if needed to determine conflict. If a conflict exists, the committee member will not participate in the selection.
6. **Selection Meeting:** The selection process will be completed in open session at a regularly scheduled ADRC committee meeting. Candidates will be invited to be present at the meeting to provide additional information, however, would not be required to attend. After this meeting, the candidate selected will be notified by the ADRC Manager that their appointment recommendation is being forwarded to the Oneida County Board for final approval.
7. **Appointment:** The candidate selected by the ADRC Committee by majority vote will be forwarded by the ADRC Manager to the County Board Chair for appointment to the ADRC Committee. The appointment to the committee will begin once the Oneida County Board ratifies the appointment.

4.2 AMERICORPS SENIORS RSVP ADVISORY COUNCIL

08

4.2.1 Program Requirement

The scope and extent of participation by the many entities that make up a community will vary considerably from project to project. However, all projects can benefit from the involvement of a focused and sustained core group that provides perspective and active assistance from the service area. The sponsor determines how this core group participation shall be secured, consistent with the provisions of the program regulations ([45 CFR 2553.24](#)). For the sake of easy reference, this core group is referred to as the advisory council. If the sponsor has a board that meets the purposes and requirements of all applicable AmeriCorps Seniors RSVP program regulations (see 45 CFR Part 2553), it is permissible for some or all of the members of that board to also serve on the AmeriCorps Seniors RSVP advisory council, as long as the advisory council is established and operated as entity separate from the sponsor; in other words, the advisory council must not be a part of the sponsor.

4.2.2 Role

Subject to the requirements in the applicable AmeriCorps Seniors RSVP program regulations regarding the purpose and composition of this group, sponsors have flexibility concerning the specific structure and operation of this body. Depending on local community circumstances, the advisory council may be used by the sponsor to:

- Assist in assessing community needs;
- Assist in fund raising and resource development;
- Support the development of a service ethic in the community;
- Advise on volunteer recruitment, retention, and recognition strategies;
- Suggest candidates for project staff positions;
- Link the project with other community service resources, including faith-based organizations;
- Advise on data collection and performance measurement;
- Assess project accomplishments and impact, including progress toward meeting performance measures;
- Assess satisfaction of volunteers and volunteer stations;
- Suggest ways the project can gain increased visibility and recognition in the community; and/or
- Advise on how trends in the community are affecting seniors.

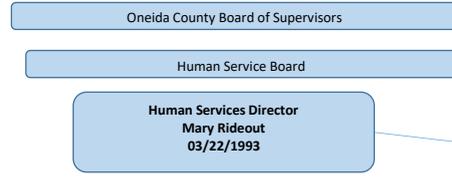
AmeriCorps Seniors RSVP projects should keep thorough records of advisory council participation and structure such as the group's bylaws, current membership, and meeting minutes. Additional resources on [Understanding the Roles and Responsibilities of Advisory Councils](#) can be found on the Knowledge Network.

Total FTE: 109.7

HUMAN SERVICES COMMITTEE:
 Robb Jensen, Chair
 Dan Hess
 Ted Cushing
 Debbie Condado
 Steve Schreier
 Tiffany Rohan
 Angie Koch
 Jim Winkler
 Michelle Hartness

ADRC COMMITTEE:
 Ted Cushing, Chair
 Russ Fischer
 Debbie Condado
 Linnaea Newman
 Joan Hauer
 Nancy Watry
 Melanie Fralick
 Rita Mahner

LINE OF SUCCESSION:
 Mary Rideout, Director
 Joel Gottsacker, Deputy Director
 Beth Hoerchler, Protective Services Manager



Office Manager Carrie Mikalowski 04/05/2010	ADRC Manager Mya Olkowski 1/2/25	Protective Services Manager Beth Hoerchler 01/18/1999	Ongoing Manager Brenda Lee 10/01/2007	Support Program Manager Lori Garber 07/02/2021	Child Support Manager Tom Eenisse 09/21/2015	Financial Services Manager Heidi Chavez 10/18/10	Outpatient Clinic Manager Sara Tienhaara	Children Community Services Manager Hugo Vargas 11/30/2020	Adult Community Services Manager Tracy Bellman 05/26/2009	Emergency Services Manager Kelsey Sullivan 08/17/2016
Admin Support Donna Lewis 11/26/2001	Lead/Adult Services Worker Jean Sutherland-Kreger 11/01/99	Lead Access/FC Coord Rachel Nelson 11/11/2013	Lead Ongoing Social Worker Jenny Bailey 6/18/2018	Lead ES Specialist Karen Smith 04/30/07	CS Program Assistant Ann Prom 12/05/2005	Finance Technician Karen Bellile 01/21/1991	BH OWI Assessor Jodi Baker 02/27/2006	CLTS S&S Coord Lori Jensen 01/05/2010	MH Tech - .5 FTE Kent Bishop 12/07/2020	BH Crisis Service Facilitator Chris Katzke 04/18/2016
Admin Support Sue Liberski 11/01/2010	APS Social Worker Traci Caswell 10/26/15	IA Social Worker Amanda McAtee 10/10/2017	Ongoing Social Worker Debra Smith 01/07/2003	ES Specialist Linda Jacques 09/05/2006	Account Technician 0.6 Debora Hass 07/30/2019	Finance Technician Connie Deau 04/01/2010	SUD Counselor BettieJo Snyder 11/28/2016	CLTS S&S Coord Jewel Towle 03/02/2020	MH Tech Vacant	BH Crisis Service Facilitator Jessica Hawkins 12/30/2019
Admin Support Joeseph Renkas 09/20/2021	ADRC Specialist Jennifer Sackett 06/24/2013	IA Social Worker Katie Brownell 01/02/2019	Children's Services Worker Krista Payne 05/05/2017	ES Specialist/EBD Christine Albrant 02/07/2012	CS Specialist Erin Schepke 11/04/2019	Finance Technician Katie Fleischmann 05/13/2019	SUD Counselor Roberta Marcus 03/15/2017	CLTS S&S Coord Sarah Hendrickson 02/28/2024	BH Service Facilitator Jen Smits 02/11/2014	BH Crisis Service Facilitator Missy Largey 03/27/2023
Admin Support Amber Dickman	ADRC Specialist Sarah Phelps 06/15/2020	Access/FC Coord Sophia Africano 09/14/2022	Ongoing Social Worker Jacqueline Zivko 03/11/2019	ES Specialist Tracy Paquette 09/18/2013	CS Specialist Brenda Lindgren 11/05/2019	Nutrition Coord Heather Beach 09/05/2020	Peer Support Specialist Angel Swenson 09/06/2022	CLTS S&S Coord Christine Fiebke 03/25/2024	BH Service Facilitator Serena Adler 04/22/2019	BH Crisis Service Facilitator Carissa Stevens 02/07/2024
Admin Support Megan Young 03/25/2024	ADRC Specialist Danielle Nichols 04/11/2022	IA Social Worker Rebecca Lawrence	YJ Social Worker Amanda Biermeier 09/28/2020	ES Specialist Hannah Ring 12/02/2013	CS Specialist Jen Laska 07/29/2024	Account Technician Christine Wenninger 01/25/2021	Registered Nurse Lacy Santilli 9/16/24	CLTS S&S Coord Emely Hernandez 5/20/2024	BH Service Facilitator Liza O'Brien 1/22/2024	BH Crisis Service Facilitator - .5 FTE Vacant
Admin Support Savannah Edwards 1/2/25	DCS/ADRC Specialist Vacant	Children's Services Support Marsha Holley 03/01/04	YJ Social Worker Theresa Guth 08/02/2021	ES Specialist/EBD Ingrid Decker 06/25/2018		Finance Technician Shelby Haubert 02/15/2021	BH CMA Shauna Carpenter 12/9/24	CLTS S&S Coord Tammy Dailey	BH Service Facilitator Jennifer Stewart	
Admin Support 0.8 Vacant	EBS Specialist Kris Schiek 04/15/2013	Children's Services Support Megan Brooks 12/15/2015	YJ Social Worker Lauren McNamee 2/13/23	ES Specialist Gretchen Walker 07/08/2019		Admin Support Shelley Steingraeber 05/29/2021	BH Therapist Vacant	CLTS S&S Coord Haley Hansen 9/3/2024	BH Service Facilitator Kimberly Gensler	
	DBS Specialist Elizabeth Erickson 01/02/2019	Social Services Aide Vacant	Ongoing Social Worker Bria Wright 05/30/2023	ES Specialist Jennifer Przybylski 03/30/2020		Finance Technician Stephanie Keckeisen 10/2/2023	SUD Counselor Vacant New 2025	B-3 Family Educator Kerri Nordby 06/12/2017	BH Service Facilitator Brie Kilani Loduha 10/28/2024	
	RSVP Coordinator Lori Ring 08/14/2023	Peer Support Coordinator Erika Kleinschmidt 09/16/2024	Social Services Aide Jeri Driscoll 09/21/2020	ES Specialist Hannah Wichmann 08/28/2023		Billing Clerk - .5 FTE Vacant 12/31/24		B-3 S&S Coord Leahan Drone 01/21/2019	BH Service Facilitator Ann Smith 12/9/24	
				ES Specialist Abbey Trickey 05/01/2024				B-3 S&S Coord Tara Lorebtske-Cunha 09/06/2022	BH Service Facilitator Vacant	
								Speech Language Pathologist Erin Gustafson 06/20/2022	BH Service Facilitator Vacant	
								Speech Language Pathologist Kathryn Rogers 08/22/2022		
								Occupational Therapist Michelle Klingler 12/05/2022		CLTS S&S Coord Vacant New 2025

Key

- Court House
- ADRC
- Timber Drive

Dining Site Mangers:
 Jeannie Mervin-Cassian
 Elaine Carpenter-Lake Tomahawk
 Debbie Jelinek-Nokomis
 Gail Chariton & Pat Ridderbusch-Rhineland
 Eleanor Yeager-Sugar Camp
 Jerry Javenkoski-Three Lakes
 Diane Cirks- Woodruff

AmeriCorp Recovery Coaches:
 Ava Stauter
 Alison Knapp
 Vacant - Timber Drive

ES Specialist
 Vacant
 New 2025



ONEIDA COUNTY HUMAN SERVICES

Better Together

Vacancy Update:

Positions filled in January:

Office Manager	Carrie Mikalauski	01/18/2025	Timber/CH
Admin Support	Savannah Edward	01/02/2025	Timber
CCS Facilitator	Krista Payne	02/03/2025	Timber
ADRC Manager	Mya Olkowski	01/02/2025	ADRC
DCS/ADRC Specialist	Laura Klebs	01/22/2025	ADRC

In Process:

Behavioral Health Therapist	Applications due 01/20/2025	Timber
Mental Health Technician	Applications due 01/13/2025	Timber
Emergency Services Fac. .5	Applications due 01/13/2025	Timber
Admin Support .8	Interviews being scheduled	CH
Economic Support	Application due 01/21/2025	CH
Billing Clerk .5	Pending ad placement	Timber
Social Worker CYF	Pending ad placement	CH
Social Worker CYF/YJ	Pending ad placement	CH

Pending:

Social Services Aide	Evaluating position duties	CH
New Economic Support	Pending County Board approval	CH
New CLTS	Pending County Board approval	CH
New SUD Counselor	Pending County Board approval	CH
CCS Facilitator	Will begin recruitment soon	Timber

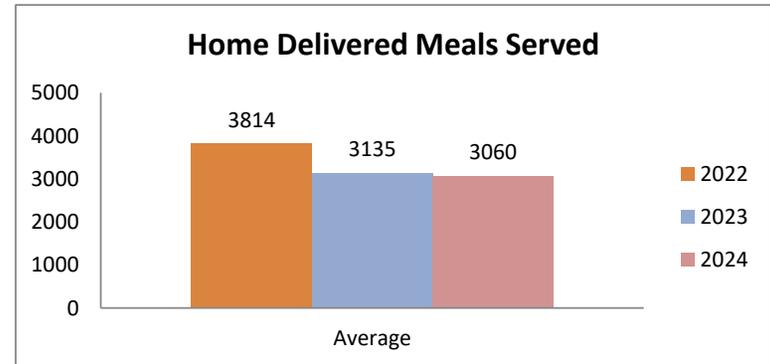
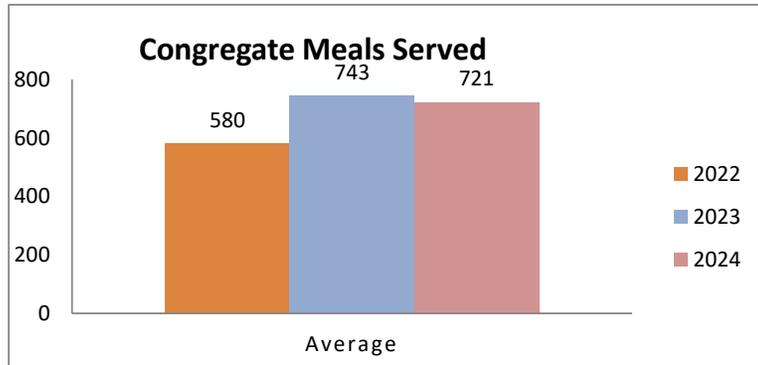
**ADRC
2022-2024**

Congregate Meals Served

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Average
2022	347	350	394	353	446	722	675	820	700	820	782	547	580
2023	714	691	878	716	864	803	675	848	674	752	777	526	743
2024	713	696	677	738	751	694	772	746	644	762	735		721

Home Delivered Meals Served

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Average
2022	4138	3896	4034	4024	4137	3982	3475	4147	3625	3677	3627	3010	3814
2023	3144	3142	3640	3014	3318	3346	2940	3286	2850	3078	3011	2845	3135
2024	3277	3247	2903	3052	3201	2866	3033	3153	2964	3245	2714		3060



**ADRC
2022-2024**

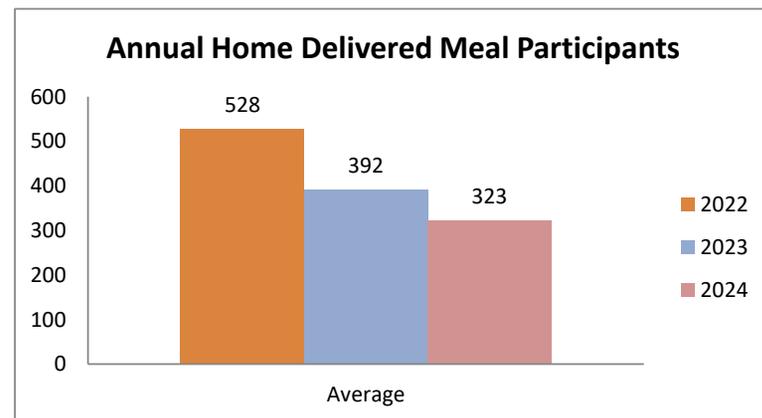
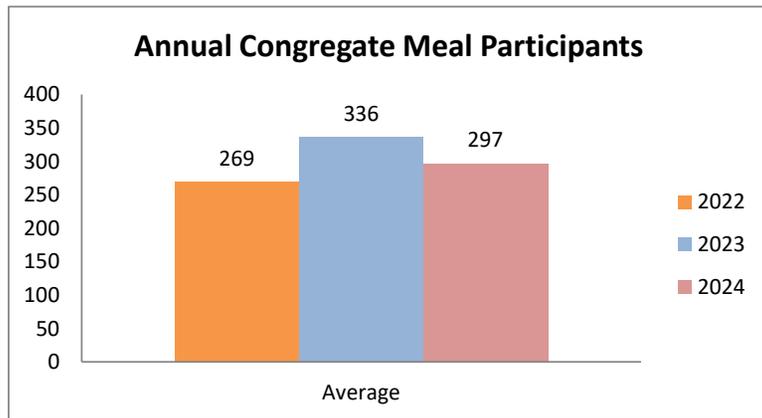
Annual Congregate Meal Participants

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2022													269
2023													336
2024	150	33	25	18	17	17	20	13	4	*	*	*	297

Annual Home Delivered Meal Participants

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2022													528
2023													392
2024	199	17	13	17	16	12	15	20	14	*	*	*	323

*This data is not available due to the State's system change from SAMS to PeerPlace



**ADRC
2022-2024**

Average Congregate Meal Contributions

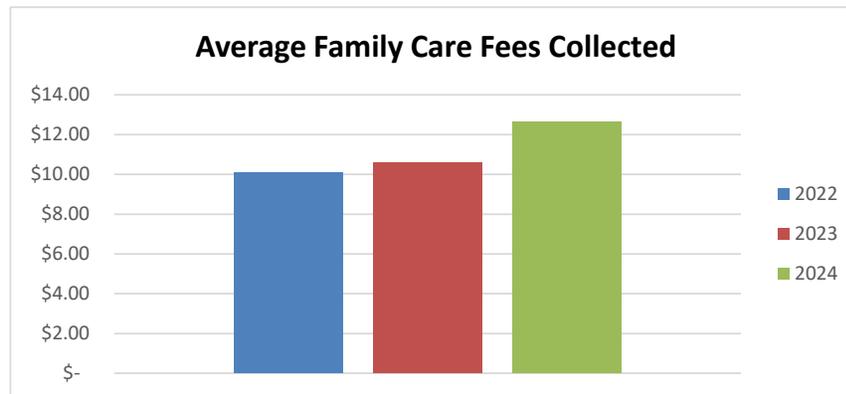
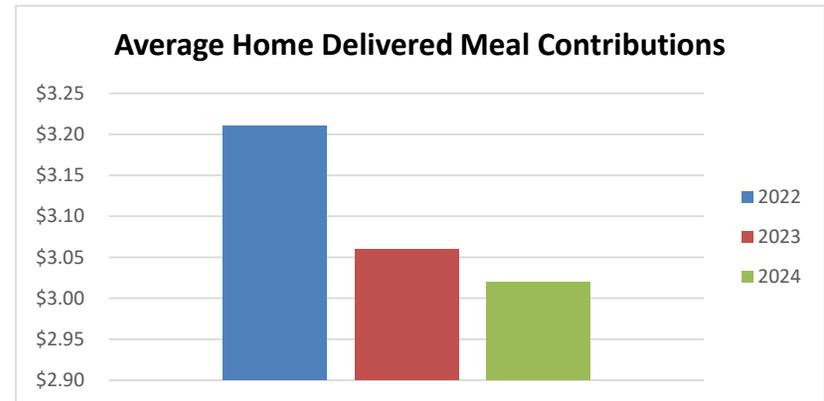
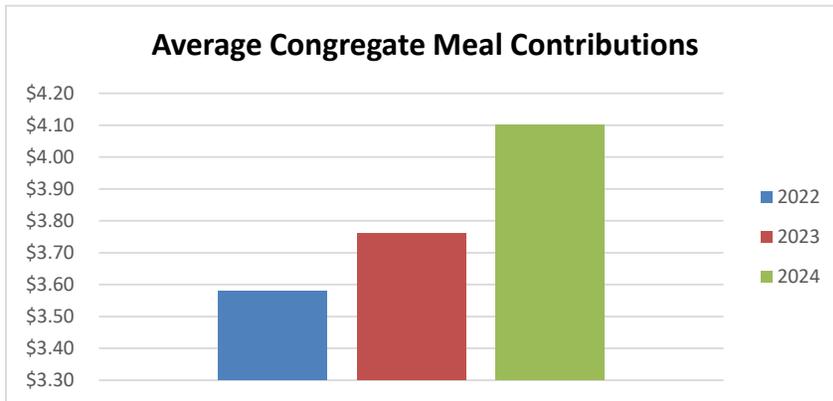
2022	\$ 3.58
2023	\$ 3.76
2024	\$ 4.10

Average Home Delivered Meal Contributions

2022	\$ 3.21
2023	\$ 3.06
2024	\$ 3.02

Average Family Care Fees Collected

2022	\$ 10.08
2023	\$ 10.59
2024	\$ 12.64

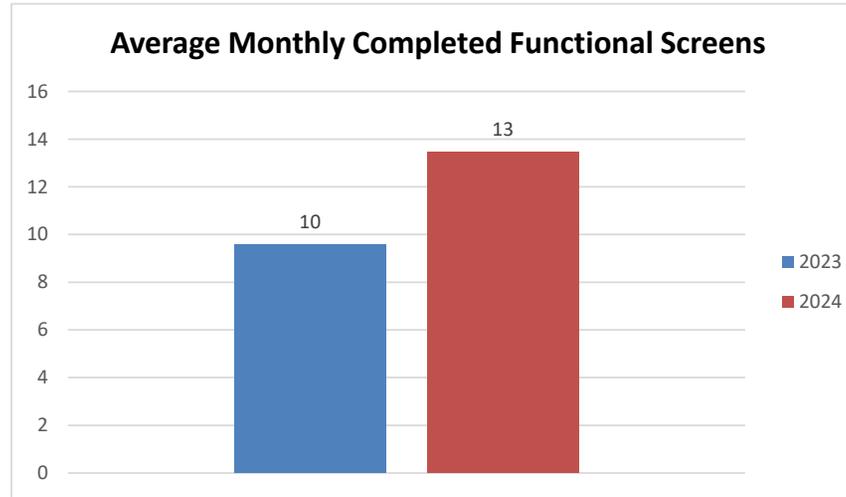


*Numbers unavailable at this time

ADRC 2022-2024

Completed Functional Screens

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Average
2023	4	6	8	7	13	9	12	9	9	10	11	17	10
2024	4	13	13	12	31	11	11	12	18	15	8		13



	YTD through November	Year End Estimate	2024 Budget	
				Projected 2024
Revenues				Over/(Under)
Outreach/EBS Funding	\$44,698	\$44,698	\$48,135	(\$3,437)
Outreach/EBS Program Income	\$145	\$250	\$250	\$0
Title III B Funding	\$51,098	\$79,722	\$48,797	\$30,925
RSVP Grant and Program Income	\$55,530	\$75,059	\$87,500	(\$12,441)
Transportation Grant & Program Income	\$138,479	\$138,599	\$140,159	(\$1,560)
85.21 Trust Account Interest	\$3,475	\$3,791	\$0	
Congregate Meals Funds & Program Income	\$103,933	\$141,636	\$130,496	\$11,140
Home Delivered Meals Funding	\$53,181	\$92,597	\$96,830	(\$4,233)
Home Delivered Meals SCS	\$6,292	\$6,292	\$6,292	\$0
Home Delivered Meals NSIP	\$19,462	\$19,462	\$27,522	(\$8,060)
Home Delivered Program Income & Donations	\$117,468	\$140,216	\$173,000	(\$32,784)
Alzheimer's National Caregiver Grant	\$6,723	\$10,784	\$22,302	(\$11,518)
National Caregiver Grant	\$21,945	\$33,989	\$26,948	\$7,041
Administrative Program Income	\$7,393	\$8,065	\$3,900	\$4,165
ADRC Funding	\$572,022	\$765,949	\$668,520	\$97,429
Title III D Funding	\$429	\$9,548	\$4,765	\$4,783
ADRC Tax Levy	\$141,413	\$141,413	\$141,413	\$0
Total Revenues	\$1,343,686	\$1,712,069	\$1,626,829	\$81,449
				Projected 2024
Expenses				(Over)/Under
ADRC Services				
Administration	\$95,135	\$108,331	\$89,819	(\$18,512)
Caregiver Support Programs	\$42,818	\$44,773	\$49,250	\$4,477
Outreach (EBS)	\$103,733	\$112,110	\$110,577	(\$1,533)
RSVP Program	\$79,609	\$87,002	\$87,500	\$498
Transportation	\$199,360	\$200,915	\$169,109	(\$31,806)
Congregate Meals	\$132,191	\$144,515	\$131,844	(\$12,671)
Home Delivered Meals	\$397,919	\$432,123	\$425,124	(\$6,999)
ADRC (Including DBS & DCS)	\$506,628	\$557,108	\$552,519	(\$4,589)
Total Expenses	\$1,557,392	\$1,686,877	\$1,615,742	(\$71,135)
Net Surplus/(Deficit) at Year End		\$25,192		
General Fund Transfer	\$0	\$0	\$0	\$0
Restricted Fund Balance Accounts:				
Donation/Fundraiser Income Transfer		\$1,374		
85.21 Trust Fund Transfer		\$11,051		
Surplus/(Deficit) at Year End		\$37,617		
85.21 Transportation Trust Account Balance	\$ 288,862.58			
ADRC=Aging and Disability Resource Center				
EBS= Elderly Benefit Specialist				
RSVP= Retired Seniors Volunteer Program				
DBS= Disability Benefit Specialist				
DCS= Dementia Care Specialist				
SCS= Senior Community Services				
NSIP= Nutrition Services Incentive Program				

	YTD through November	Year End Estimate	2024 Budget	
Title III Funding= Funding provided by the Older Americans Act to provide support services, meal services, disease prevention, health promotion services and a caregiver support program.				
*Contains Federal Funds. See Federal Pass-through Awards Sheet.				