

**ADRC COMMITTEE MEETING
MINUTES
November 20, 2023**

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

COMMITTEE MEMBER EXCUSED ABSENT: Ms. Joan Hauer, Ms. Rita Mahner

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

OTHERS PRESENT: Ms. Barb Newman

1. **Call to order:** Chairperson Mr. Ted Cushing called the meeting to order at 9:00 a.m. in the Balsam Room at the Aging and Disability Resource Center (ADRC), 100 Keenan Street, Rhinelander, WI and via Zoom. 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 Mr. James Unger, 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 October 24, 2023:** Motion by Ms. Linnaea Newman, seconded by Ms. Melanie Fralick to approve the October 24, 2023 ADRC Committee minutes as presented. All ayes; motion carried.
5. **Date for next meeting:** Wednesday, December 27, 2023 at 9:00 a.m. at the Aging and Disability Resource Center.
6. **9:00 a.m. – Open Public Hearing on the Oneida County Elderly/Disabled Transportation Plan for 2024:** Public Hearing did not occur as it was not posted properly. Mr. Joel Gottsacker will hold the Public Hearing at a later date.
7. **Approve §85.21 Transportation for the Elderly and Disabled Application for 2024:** The committee reviewed the 2024 Project Budget Summary. Motion by Mr. Ted Cushing, seconded by Mr. James Unger to approve the §85.21 Transportation for the Elderly and Disabled Application for 2024 pending any issues at the public hearing. All ayes, motion carried.
8. **Request from Oneida Vilas Transit Commission for \$16,000 from §85.21 Trust funds to purchase ADA accessible Ford Transit vehicles:** Northwoods Transit Connection is requesting \$16,000 as match to purchase three Ford Transits which would be Oneida Counties portion of the cost. Motion by Ms. Linnaea Newman, seconded by Ms. Nancy Watry to approve the \$16,000 from the 85.21 Trust Fund to

Oneida Vilas Transit Commission for the purchase of ADA accessible Ford Transit vehicles. All ayes; motion carried.

9. **Northwoods Transit Connection Update:** Ms. Barb Newman reported that there was an uptick in ridership this past month. Also they are in need of one driver in the Rhinelander area. Informational only, no action needed.
10. **Fill Vacancy on RSVP Committee – Application from Glenn Johnson:** The RSVP Committee meets approximately four times per year. The Committee reviewed Mr. Glenn Johnson's Oneida County Advisory Board Application. Motion by Ms. Nancy Watry, seconded by Mr. Ted Cushing to approve Mr. Glenn Johnson to the RSVP Committee; all ayes, motion carried.
11. **Nutrition Program BIDS for 2024-2026 – approve contract for Lynn's Catering:** Ms. Mary Rideout reported that we only received one BID from Lynn's Catering. This bid was an 8.5% increase or approximately \$24,000 increase in 2024. There is concern with the cost. We may have to look at the suggested contribution for the meals. Ms. Mary Rideout also explained that Lynn's Catering will also need to have an audit completed. She is working with Lynn's Catering in finding a provider to do the audit. The cost of the audit should be rolled into the meal cost across all counties with which Lynn's Catering provides catering for the meal program. In the bid it was also requested that a 5% increase for 2025-2026. The committee would like the increase for 2025-2026 be 3% per the language of the contract. Motion by Ms. Linnaea Newman to approve the bid with the 8.5% increase for 2024 but the maximum increase for 2025-2026 be changed to 3% per year. Seconded by Ms. Melanie Fralick; all ayes, motion carried.
12. **Update on Marketing:** The committee viewed the WJFW video. The cost would be split between the ADRC and RSVP and would not require any Tax Levy. Motion by Ms. Nancy Watry, seconded by Mr. James Unger to approve as presented; all ayes, motion carried.
13. **Update on Cycling without Age:** The Committee viewed a video that will be on the ADRC Website. Informational only, no action needed.
14. **2023 Financial & Statistical Reports and Vendor Payment Report:** The Department as a whole is doing very well. It is anticipated to break even or maybe even a little surplus.

The allocation formula for 2024 was modified so the ADRC's that are underfunded get an increase. Some ADRC's will stay the same and some with decrease. Oneida County will be getting approximately \$90,000 increase in GPR funds. We need to look at data and figure out where to allocate the additional funds. Informational only, no action needed.

15. Monthly Reports/Advocacy Update: The Committee received and reviewed the required reports.

16. Future agenda: Let Mr. Gottsacker or Mr. Cushing know if you have any additional agenda items.

17. Public Comment: No public comment

18. Adjournment: 9:45 a.m.



Committee Chairman



Committee Secretary

