

**ADRC COMMITTEE MEETING
MINUTES
June 28, 2023**

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

COMMITTEE MEMBER EXCUSED ABSENT: Ms. Rita Mahner

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

OTHERS PRESENT: Barb Newman, Northwoods Transit Connection

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 May 24, 2023:** Motion by Mr. Russ Fisher, seconded by Ms. Linnaea Newman to approve the May 24, 2023 ADRC Committee minutes as presented. All ayes; motion carried.
5. **Date for next meeting:** Monday, July 24, 2023 at the Aging and Disability Resource Center.
6. **Request to fill Retired and Senior Volunteer Program (RSVP) Coordinator position early to allow for Training:** The staff in this position now has decided to retire effective September 1, 2023. We would like to hire for this position approximately one month early to allow for training. Grant money would be used to fund this overlap between staff. Motion by Ms. Linnaea Newman, seconded by Ms. Melanie Fralick to hire a person one month early to allow for training. All ayes; motion carried.
7. **Northwoods Transit Connection Update:** Ms. Barb Newman reported that they have the same number of riders. Ms. Newman also reported that at his time they are fully staffed. They are planning to apply for a Grant. If they are approved for the grant they will be asking for 85.21 trust fund money for the match. This will be the first step at building a new building, storage and whatever based on the needs assessment. Informational only, no action needed.

8. **Cycling Without Age Update:** The board met on Wednesday, May 31, 2023 as the inaugural meeting. A number of decisions were made regarding advertising, purchases, appearance in parades, etc. There was some initial planning of events to showcase the program in Vilas County and Oneida County. Some ideas include a picnic near bike trails in Vilas County, and possibly a picnic at Nicolet College with rides available to interested folks.

Wisconsin Bike Fed representative Michelle Bauchaus provided training on piloting trishaws on June 7 and June 8 in Eagle River and Rhinelander, respectively. Milestone staff and Friendly Village staff were both present for training. WJFW did a story on their evening broadcast of the Rhinelander training.

We have been getting some additional volunteers interested in piloting. Once we have an additional "critical mass" we will request additional training from the Wisconsin Bike Fed. We are also hoping to have Steve Haugesag become a trainer so that we can get volunteers up and running as soon as possible.

Trishaws will be deployed to Friendly Village and Milestone in Rhinelander. A calendar of placements of the trishaws is being worked on.

Mr. Gottsacker reported that people who ride the trishaws sign a waiver but he is working on obtaining liability insurance. This would not cover the trishaws. Informational only, no action needed.

9. **2024 Budget – Identify Unmet Needs:** Our contract with the Department of Health Services states the following:

N. Community Needs Identification

1. The ADRC will identify the unmet needs of its customer populations, including unserved or underserved subgroups within the customer populations, and the types of services, facilities, or funding sources that are in short supply.

Results of the needs analysis by the ADRC and its governing board will be used to target the ADRC's outreach, education, prevention, and advocacy efforts.

The committee was given the Oneida County Public Health's Community Needs Assessment results. These are one method we can use to determine any unmet needs. We also are looking at our committee to identify unmet needs that they see in the community and discuss how the ADRC can do outreach, education, advocacy or prevention around those issues. On the Health Department assessment, falls were an issue. Maybe this is an unmet need. The committee discussed this issue and felt that we needed a Marketing Plan so everyone knows about the ADRC and not just the elderly but family members, kids, grandchildren etc. The ADRC does do falls prevention-balance improvement programs. Also discussed maybe getting volunteers to help change light bulbs, remove ice in the winter time etc. Linnaea Newman

suggested that Joel could go on Up North at 4 to discuss what the services offered by the ADRC. We need to develop a marketing plan. Also, the Oneida County Health Department is having meetings that are open to anyone that would like to attend to help shape the health and well-being of Oneida County if anyone is interested in attending. The meetings are June 13 – Community Data Walk from 2:00 p.m. – 5:00 p.m., July 12 – Health Prioritization from 9:00 a.m. – 12:00 p.m. and August 2 – Improvement Planning from 1:30 p.m. – 4:30 p.m. All meetings are being held at Nicolet College – Northwoods Center.

10. Vouchers, Purchase Orders and Line Item Transfers: Nothing this month, will review at the next meeting.

11. Monthly Reports/Advocacy Update: Reviewed the Monthly Report. We are over budget in meals but under in other areas so we should be ok.

Advocacy – Reviewed the Advocacy Update: 2-23-2025 State Budget & Older Americans Act Programs and Funding. These are statewide numbers. We do not know the actual numbers for Oneida County.

12. Future agenda: If you have any additional agenda items, please see Mr. Joel Gottsacker or Mr. Ted Cushing.

13. Public Comment: No public comment

14. Adjournment: 9:50 a.m.



Committee Chairman



Committee Secretary