

**ADRC COMMITTEE MEETING  
MINUTES  
March 27, 2024**

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

**COMMITTEE MEMBER EXCUSED ABSENT:** Ms. Nancy Watry

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

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1. **Call to order:** Chairperson Mr. Ted Cushing called the meeting to order at 9:04 a.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. 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 February 27, 2024:** Will be approved during April Meeting.
  5. **Date for next meeting:** Tuesday, April 23, 2024 at 1:00 p.m. at the Oneida County Courthouse in the County Board Room.
  6. **Northwoods Transit Connection:** Ridership report was provided, Informational only, no action needed.
  7. **Human Service Structure Update:** Mr. Patrick Cork held meetings with the Stakeholders, Committee Members, Schools and Law Enforcement to discuss his recommendation to create the Oneida County Department of Human Services. The number one focus is staffing. On Friday, March 22, 2024 Ms. Mary Rideout met with Mr. Patrick Cork, Ms. Lisa Charbarneau and Mr. Tyler Young to discuss staffing and how to integrate them into Oneida County employees. It is the Agency's goal to have no disruptions in service. Currently in DSS/ADRC all positions are currently filled with the exception of an Economic Support position. The Agency has received between 40-50 applications for this position and are set to interview about 10 of those applicants. The Human Service Center currently has about 8-10 open positions but again are starting to get applications in.

8. **Retired & Senior Volunteer Program (RSVP) Funding:** The Agency is currently projected to be over budget for April 2023 – March 2024. For the 2024-2025 RSVP grant, it is trending to be over budget. Ms. Heidi Chavez and Mr. Joel Gottsacker are looking into the RSVP Grant budget and looking at ways to reduce costs.
9. **Use of Additional ADRC Funds to Increase Staffing/Other Uses-Discussion:** As of now the Agency is not ready to add any new staff members and would like to wait until the new structure is formed to see if and what type of staff members may be needed. The Agency is looking at the RSVP Representative to see if he/she can do some additional tasks. Currently, per the State's recommendation based on population, we need 3.34 FTE Specialist and we are at 3.5 FTE. The Agency will continue to look at more data and look into other ways to spend the funding right now. Informational only, no action needed.
10. **Update on Vendor Audit Issue:** GWAAR has confirmed that an audit is required for this vendor. As of March 13, 2024, everything is still on track for the provider to have the audit done in June of 2024 and all other counties have been notified that they need to request an audit from this provider. There are about 5-6 other counties that this provider services. Information only, no action needed.
11. **Elder Abuse Statistics-2023:** The number of reports and referrals is down slightly from 2022 but we suspect this is because some reports have been re-directed more quickly from Social Services to the ADRC for appropriate interventions.
12. **2025-2027 Aging Plan-Discussion:** GWAAR will post the second training in April but should be no major changes. The plan is based on funding sources and would like the plan to include diversity, equity, and inclusion, If there are any service areas committee members think we can improve on please let the Agency know.
13. **Update on Marketing Plan:** The RSVP focused commercial the ADRC will run through April. New resource guides will be delivered in April. Looking into doing another commercial with the funding on the services the ADRC provides. The commercial was successful in generating volunteers.
14. **2024 Financial & Statistical Reports, & Vendor Payment Report:** The report is showing the Agency is minimally over spent on the budget. Both congregate and home delivered meals have increased since 2022. The contribution average looks to have decreases but that may change once we have the end of the year data. Mr. Ted Cushing noted the vendor payment report was received.
15. **Advocacy Update:** The Older Americans Act is up for reauthorization. The three goals are 1.To serve more older adults who need help to age well at home, 2.To meet the

needs of today's and tomorrow's older children and 3. To maintain efficient oversight and management of local service delivery to ensure quality. In May they will hold a Policy Brief but have not seen much on the nutrition programs or any data on the budget but assuming there is no increase and will be held at last year's budget amount.

**16. Future Agenda Topics:** Usual agenda items

**17. Public Comment:** None

**18. Adjournment:** 9:55 a.m.

  
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Committee Chairmah

  
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Committee Secretary