

**ADRC COMMITTEE MEETING
MINUTES
September 22, 2025**

COMMITTEE MEMBERS PRESENT: Ms. Linnaea Newman, Ms. Melanie Fralick, Ms. Debbie Condado (Zoom) and Ms. Rita Mahner

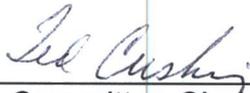
EXCUSED: Mr. Ted Cushing, Chairman, Mr. Russ Fisher, and Mr. James Unger

STAFF PRESENT: Mr. Joel Gottsacker, Ms. Beth Hoerchler, and Ms. Carrie Mikalauski

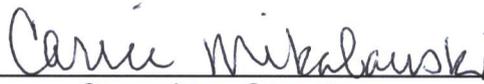
OTHERS PRESENT: Ms. Barb Newman

1. **Call to Order:** Ms. Linnaea Newman called the meeting to order at 9:03 a.m. in the Balsam Room at the Aging and Disability Resource Center. The meeting has been properly posted in accordance with the Wisconsin Open Meeting Law and the facility is handicap accessible.
2. **Approve Agenda for Today's Meeting:** Motion by Ms. Joan Hauser, seconded by Ms. Rita Mahner, 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 August 25, 2025:** Motion by Ms. Rita Mahner, seconded by Ms. Debbie Condado to approve August 25, 2025 ADRC Committee minutes as presented. All ayes; motion carried.
5. **ADRC Committee Applicant – Review and Recommend:** We only received one application for the ADRC Committee. Ms. Joan Hauer made a motion to approve the application of Ms. Kathleen Paul to be on the ADRC Committee. Ms. Debbie Condado seconded the motion. All ayes, motion approved to move to the County Board.
6. **Donation to Home Delivered Meals program:** Red Arrow would like to donate \$2500.00 to the Home Delivered Meals Program. In order to accept this donation, it needs to be approved by this committee and the County Board. Ms. Debbie Condado made a motion to approve this donation. Ms. Joan Hauer seconded the motion. All ayes; motion approved to send to County Board.
7. **Northwoods Transit Update:** Ms. Barb Newman gave a report that ridership is down a little, but this is typical for this time of year. Received the insurance money for the bus that was in the accident earlier in the year. There's enough money to hopefully get two vehicles. Also had a donation of someone purchasing 30 punch cards and would like to have it as sort of a Halloween "Trick or Treat" instead of one punch card you will get two punch cards. Regarding staffing, there will be two positions open.

- 8. Senior Nutrition Program Discussion – Woodruff Site:** Informing this committee that our site manager has worked five days a week, which has put her over the allowable hours for an LTE. She is now a part-time employee, which means she now has to pay for retirement. We would really like two people to share this job. The posting went up last week. We could cut back this program in Woodruff, the problem is that we are over spent in this program all together. Because of our financial restraints, we had been serving Vilas County residents in Arbor Vitae; we are no longer able to support this. There is barely a congregate program in Woodruff with only two people coming to eat. Looking for suggestions on how to move forward.
- 9. Agency/County Updates:** Our new ADRC Specialist will start next Monday. We have one CCS position at Timber Drive that we would like moved to a Mental Health Technician. This has been approved by the Human Service Committee and is now going to the Executive Committee for approval. We have a couple positions that we plan to eliminate next year. Clerical position is currently conducting reference checks. Two social work positions that we are also doing reference checks.
- 10. 2025 Financial & Statistical Reports, and Vendor Payment Report:** It was noted by Ms. Linnaea Newman that the Financial Reports were received. Ms. Linnaea Newman noted that there is a projection of a deficit and was wondering if there was anything that we thought might change that. Not to the knowledge of this agency. The donations do help, however so far, not enough to change the projections.
- 11. Future Agenda Topics:** Usual agenda items. Ms. Rita Mahner would like an update on the Senior Nutrition Program – Woodruff Site. Members should contact Ms. Mya Olkowski, or Mr. Ted Cushing if they would like something placed on the agenda. The next meeting will be held on Monday, October 27, 2025 at 9:00 a.m. at the Balsam Room located in the ADRC.
- 12. Public Comment:** None.
- 13. Adjournment:** 9:35 a.m.



Committee Chairman



Committee Secretary