

## **ADRC COMMITTEE MEETING**

### **MINUTES**

**December 22, 2025**

**COMMITTEE MEMBERS PRESENT:** Mr. Russ Fisher, Vice-Chairman, Ms. Debbie Condado, Ms. Melanie Fralick, Ms. Joan Hauer (Zoom), Ms. Linnaea Newman, Ms. Kathy Paul, Mr. James Unger

**EXCUSED:** Mr. Ted Cushing, Ms. Rita Mahner

**STAFF PRESENT:** Ms. Beth Hoerchler, Ms. Mya Olkowski, Ms. Dana Gray

**OTHERS PRESENT:** None

- 1. Call to Order:** Mr. Russ Fisher called the meeting to order at 9:00 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. Debbie Condado, 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/Communication:** None.
- 4. Approve Minutes from the November 24, 2025 Meeting:** Motion by Ms. Melanie Fralick, seconded by Ms. Linnaea Newman to approve November 24, 2025 ADRC Committee minutes as presented. All ayes; motion carried.
- 5. Northwoods Transit Connections Update:** Ms. Barb Newman was not present today, so Ms. Mya Olkowski provided the report: 1) Ridership took a larger drop than anticipated for November. They will continue to monitor the ridership. 2) They are fully staffed. 3) The request for the land survey pricing quotes went out on 12/17/25. The due date for a two-parcel

certified survey map pricing quote is due on 1/22/26. The November 2025 Ridership report is attached to the agenda. No discussion.

- 6. 2026 Lynn's Catering Contract:** Ms. Mya Olkowski reported that the 2026 catering contract with the voted upon 4% increase is attached to the agenda. The contract was reviewed with no concerns or discussion. After approval Mr. Russ Fisher will sign the contract and then it will be signed by the Oneida County Board Chairperson Scott Holewinski.  
Motion by Ms. Debbie Condado, seconded by Ms. Linnaea Newman, to approve the 2026 Lynn's Catering contract. All ayes, motion carried.
- 7. Continuing Resolution Funding (Senior Nutrition):** Ms. Mya Olkowski reported that the Federal Government budget is approved until January 31, 2026. After this date there needs to be a new budget approved or the government will shut down again. This will affect the senior nutrition program as well as other programs as there will be no funding approved as of February 1, 2026 if a shutdown takes place. Discussion followed as to whether or not to continue to serve meals or find another place to serve meals. Ms. Debbie Condado suggested using a local church with volunteers. Discussion took place in regard to food safety, purchasing food, and training volunteers at a church. Ms. Beth Hoerchler suggested advertising free meals that local churches provide. Ms. Mya Olkowski reported that she filled out the 2026 Elder Abuse Direct Services Application for Funding, and the ADRC is allotted funding for 2026. If the members have any further thoughts in regard to the 2026 senior nutrition program, they should email Ms. Mya Olkowski prior to the January 2026 meeting.
- 8. ADRC Room Fees:** Ms. Mya Olkowski reported that the 2022 Building Use Policy is attached to the agenda. A senior caregiver group has expressed interest in renting a room at the ADRC for their new caregiver training. There also may be other groups that would like to rent either a room and/or the kitchen. Discussion followed. It was suggested that the room rental rates should be increased, and a security deposit of \$250 should be

provided to rent the kitchen. The kitchen would be available on Fridays due to the cancellation of congregate meals on Fridays starting in 2026. Mr. Russ Fisher suggested that the buildings and grounds staff be contacted in regard to the fee schedule. This meeting agenda item will be tabled until the January 2026 meeting.

**9. Widow's Weekend Event Proposal and Discussion:** Ms. Melanie Fralick announced an idea that she had in regard to a Hunter's Widow Weekend craft sale. She proposed to have the craft sale at the ADRC from 9:00 a.m. – 3:00 p.m. on the Friday before Thanksgiving, which would be on November 20, 2026. She proposed to have seniors make the crafts to sell, and also have a bake sale for fundraising for the ADRC. There would not be a fee charged for selling crafts the first year. If the event goes well, a fee would be charged in 2027. Discussion followed with unofficial approval for this proposal from members. Ms. Mya Olkowski reported that there would need to be voted approval from boards to allow for the money exchange. Mr. Russ Fisher suggested that this meeting agenda item be tabled until the January 2026 meeting.

**10. Manager Update:** Ms. Mya Olkowski reported that the current Call and Walk In Totals report is attached to the agenda. November was not as busy as previous months. January's totals will be higher due to phone calls to the ADRC to schedule tax preparation appointments starting January 5, 2026. No questions or discussion.

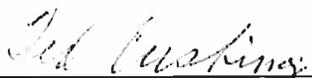
**11. Staffing Update:** Ms. Beth Hoerchler reported that the current Agency Updates regarding Vacancy and Recruitment is attached to the agenda. There are only two positions open: An Economic Support position that will be reposted in January 2026, and a Behavioral Health Crisis Service and Jail Crisis Facilitator position that is posted until 12/15/2025. The ADRC is fully staffed. Oneida County has hired over 40 staff members this year. The Treatment and Diversion Grant was awarded to Oneida County. There is a list of all the donations that were awarded over the past several weeks on the report with more donations coming in the next week.

**12. Financial & Statistical Reports:** It was noted by Mr. Russ Fischer that the 2025 Financial Reports were received as an attachment to the agenda. Nothing new to discuss. He mentioned that there was a task force being created to provide research on the financial issues of nutrition programs.

**13. Future Agenda Topics:** Usual agenda items with the addition of the updated Building and Use Policy, and more discussion in regard to the Widow's Weekend Event. 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, January 26<sup>th</sup>, 2026 at 9:00 a.m. at the Balsam Room located in the ADRC. Ms. Mya Olkowski reminded everyone that the February 2026 and March 2026 meetings will be in the County Board Room at the Courthouse. A 2026 schedule of ADRC committee meetings was handed out to all members with that information included.

**14. Public Comment:** None.

**15. Adjournment:** 9:31 a.m.

  
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Committee Chairman

  
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Committee Secretary