



Aging & Disability Resource Center  
Serving Adams, Green Lake, & Waushara Counties  
1-877-883-5378  
ADRC Governing Board Minutes  
June 13, 2019

- I. Certification of Open Meeting Law
- II. Pledge of Allegiance
- III. Call to Order – Chairman Warren Brewer called the meeting to order at 1:00pm.
- IV. Introduction of New Members, if applicable.

V. Roll Call/Mileage –

**Adams:**

Jack Allen  
Marge Edwards

**Green Lake:**

Suzi Giesen  
Joy Waterbury

**Waushara:**

Warren Brewer  
John Jarvis  
Linda Manske

**Absent:** Jerry Lauer

**Guest(s):**

**ADRC Staff:** Jennifer Dille, Kim Rachel,  
and Lisa Zimmerman, Resource Specialist from Green Lake for item A.2.

- I. **Adoption of the Agenda:** *Motion was made to adopt the agenda by Joy Waterbury, seconded by Jack Allen. Motion carried.*
- II. **Approval of Minutes of the Previous Meeting:** *Motion by Linda Manske to approve the minutes of February 14, 2019, seconded by Joy Waterbury. Motion carried.*
- III. **Public Comment (3 minutes/person, maximum of 15 minutes):** None
- IV. **REPORTS:**

A. **ADRC Local Activities (Jennifer Dille):**

- 1. Staffing Updates: Jennifer reported the consortia is fully staffed and has been for almost a year. Dan Hofer, Waushara County Disability Benefit Specialist is trained and has started his own cases. Warren reported that Waushara County has hired Suzanne Woods as the Elder Benefit Specialist. She will start July 8, 2019.
- 2. ADRC Staff Presentation – Memory Screens: Lisa Zimmerman joined the meeting and reviewed Memory Screens. She informed the board of the “change project” which is a requirement per the state contract. She explained how every ADRC picks an item to focus on for a year that they feel would be a good change, and this year they chose to increase the number of memory screens. Lisa distributed handouts of the questions and activities given at each screening. She explained how the screens are voluntary and are not a test. The screens do not give a diagnosis. The purpose is to identify a possible concern or issue which then if the client chooses, may give written consent for the screening to be sent to the clients doctor.

- B. **State Activity (Jennifer Dille):** ADRC Directors Meeting Updates: Jennifer reported that Anne Olson, Director of the Office for Resource Center Development, Bureau of Aging and Disability Resources has resigned from her position and that position remains vacant. Jennifer also distributed and reviewed a power point handout “ADRC Budget Reallocation Project” for 2021. She explained the proposed federal benchmark formula as for every 1000 individuals age 65 and older, there is to be 1.29 FTE (full time equivalent) of a social worker available. Discussion followed. Jennifer also mentioned at this time there is no incentive to regionalize and there has been no further word on the advantages/disadvantages of staying in a consortia or going independent.
- C. **Advocacy Update:** Warren briefly explained the latest Joint Finance Committee action with regards to the Governor’s budget. Unfortunately, no money was included for Healthy Aging Grants, even though the Governor’s budget originally proposed \$250,000/year and the Wisconsin Aging Advocacy Network had been advocating for \$870,000/year. Marge reported on her visit to Advocacy Day in Madison, and Warren reported that 3 individuals attended Advocacy Day from Waushara County.
- D. **ADRC Governing Board By-Laws and Contract Expectations:** Jennifer distributed copies of the “Governing Board By-Laws” and “Duties of the ADRC Governing Board” and reported a difference between the by-laws and the contract. Warren explained the by-laws read that the Governing Board has authorization to make changes whereas the contract reads that the governing board has input. After some discussion, everyone agreed to follow the by-laws as this is a governing board and not an advisory board.

X. **OLD BUSINESS:** None

XI. **NEW BUSINESS:** None

XII. **MEETING DATE & LOCATION/SUGGESTIONS FOR FUTURE AGENDA ITEMS:** The next meeting is scheduled for September 12, 2019 in Adams County at 1:00pm.

XIII. **ADJORNMENT:** *Motion to adjourn the meeting at 2:10pm was made by Suzi Giesen; seconded by John Jarvis. Motion carried.*

Respectfully Submitted

Kim Rachel, Resource Assistant  
Waushara County Aging & Disability Resource Center