

**AGING & DISABILITY RESOURCE CENTER OF THE NORTHWOODS
BOARD OF DIRECTORS**

Friday, November 13, 2015 – 1:00 P.M.

100 West Keenan Avenue, Rhinelander, Wisconsin

Members Present: Bix, Cushing, Gresser, Hammer, Korten Hof, Krug, McGeshick, Millan, Platner, Ritchie, Troyk, Tuckwell

Member(s) Absent: Peterson, Price, Teichmiller (excused)

Call Meeting to Order: Chair Millan called the meeting to order at 1:00 P.M. Also present were Janell Schroeder, Regional Manager, Aging & Disability Resource Center of the Northwoods (ADRC-NW); Dianne Jacobson, Director, Oneida County Aging Department and former ADRC-NW Interim Regional Manager, and Angela Beauchaine, Financial Services Supervisor, Oneida County.

Public Comment & Introductions: Pete McGeshick of the Sokaogon Chippewa Community was re-introduced to the Board.

Approval of the Agenda: Platner moved to approve the agenda with thirteen items; Hammer seconded. All Ayes. Motion Carried.

Approval of the Minutes of the October 16, 2015 Board of Directors Meeting: Hammer moved to approve the minutes of the October 16, 2015 ADRC-NW Board of Directors meeting; Gresser seconded. All Ayes. Motion Carried.

Consent Agenda: A. Financial Statements – September 2015; B. Time Reporting – September 2015; C. Audit of Payments/Line Item Transfers: Cushing moved to approve the Consent Agenda as presented; Troyk seconded. All Ayes. Motion Carried.

ADRC-NW 2016 Dental Coverage Option: After extensive checking, Beauchaine found that one vendor for Delta Dental only requires two employees in order to insure the ADRC-NW small group. She and Schroeder will check with the ADRC-NW employees to see if at least two of them are interested in getting dental insurance. A report on this will be given at the next Board Meeting in December. No Action Taken.

2016 Budget: After discussion, Cushing moved to approve the Aging & Disability Resource Center of the Northwoods 2016 budget at \$1,474,859.02; Tuckwell seconded. All Ayes. Motion carried. The required Time Report Percentage for this budget is 39%.

Regional Manager Report: 1) After review, Schroeder found that all three Disability Benefit Specialists have employer-provided Smart Phones, but none of the other employees have them. Schroeder feels that all employees should have a cell phone available for their use when out in the field. There are a number of options, including having one phone per office to be used as

employees need them, using jetpacks instead of cell phones to provide Internet accessibility for laptops in the field, or using the iPads in each office for this purpose. Schroeder will investigate further and report to the Board at the next meeting. 2) Schroeder has met all the staff but still needs to visit some of them at their respective offices. 3) She has been assigned a mentor from the Aging & Disability Resource Center-Central Wisconsin in Wausau. 4) She is getting trained on staff coaching to determine whether the staff interacts with customers consistently and comprehensively. 5) It appears the ADRC-NW will have a significant budget surplus. Schroeder and Beauchaine will be speaking with Julie Schroeder of the State of Wisconsin Department of Health Services to discuss if that money can be carried over. There are several possibilities for spending the money for the benefit of the ADRC-NW. 6) The Sokaogon Chippewa Community is interested in determining if they can get more comprehensive services for their people by staying with the ADRC-NW or going on their own. Schroeder and Sherry Schuelke, the Regional Quality Specialist, will meet with them in the near future to discuss this matter. 7) There will be a public hearing on Alzheimer's disease and dementia in Rhinelander at Nicolet College on November 15, 2015. Board Members were encouraged to attend. 7) Schroeder feels things are going well and thanked Dianne Jacobson for all her assistance.

Letters & Communications: A Thank You card and gift were presented to Dianne Jacobson for her services as Interim Regional Manager.

Board Member Report Community Feedback: Bix reported that the Living Well with Diabetes program given by the ADRC-NW is being very well received in Taylor County.

Future Agenda Items: Dental insurance, carryover possibilities, telephone issues

Confirm Next Meeting Date, Time & Place: The next meeting of the Aging & Disability Resource Center of the Northwoods Board of Directors will be Monday, December 14, 2015 at 1:00 P.M. It will be held in Rhinelander.

Adjournment: With no further business, Bix moved to adjourn; Tuckwell seconded. All Ayes. The meeting was adjourned at 1:54 P.M.

Handouts: Minutes of the October 16, 2015 Aging & Disability Resource Center of the Northwoods Board of Directors meeting; September 2015 Revenue/Expense Report; September 2015 Time Report; 2014/2015 Federal & State GPR Revenue Comparison; September 2015 Transaction Activity Report; ADRC of the Northwoods Budget Worksheet with detail for the Regional Office and satellite offices in Forest County, Oneida County, Taylor County, Vilas County, the Lac du Flambeau Community, and the Potawatomi/Sokaogon Community.