

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

Monday, September 12, 2016 – 11:30 A.M.

100 West Keenan Street, Rhinelander, Wisconsin 54501

Members Present: Bix, Cushing, Gresser, Kortenhof, Kressin, Millan, Platner, Price, Troyk, Tuckwell

Members Absent: Hammer, Krug (NOTE: There are three vacancies on the Board of Directors.)

Call Meeting to Order: Chair Millan called the meeting to order at 11:44 A.M. Also present were Janell Schroeder, Regional Manager, Aging & Disability Resource Center of the Northwoods (ADRC-NW); Angela Beauchaine, Financial Services Supervisor, Oneida County Social Services Department; Eugene Shawano, Chair, Forest County Potawatomi.

Approval of the Agenda: Tuckwell moved to approve the agenda with sixteen items; Cushing seconded. All Ayes. Motion carried.

Approval of the Minutes of the August 5, 2016 Board of Directors Meeting: Troyk moved to approve the minutes of the August 5, 2016 Aging & Disability Resource Center of the Northwoods Board of Directors meeting; Price seconded. All Ayes. Motion Carried.

Financial Statements – July 2016: The Board reviewed the Revenue/Expense Report for July 2016 and the 2015-2016 Federal and State GPR Revenue Comparison for July 2016.

Time Reporting - July 2016: The July 2016 Time Report shows a capture rate of 41.49% and a year-to-date figure of 40.88%. For the 2016 budget a capture rate of 39% is needed.

Audit of Payments/Line Item Transfers: The Board reviewed the Transaction Activity Report for July 2016. Troyk then moved to accept the Financial Statements for July 2016 and place them on file subject to audit and to approve the July 2016 Transaction Activity Report in the amount of \$108,303.96. Tuckwell seconded. All Ayes. Motion Carried. There were no line item transfers.

2017 Budget: All employees chose the HealthPartners Health Plan for 2016. In 2017, benefits remain the same, but premiums are significantly lower. This means the employee portion of the family health insurance premium will be lowered from \$272.48 to \$239.78. The Finance Committee is working on a draft worksheet for the 2017 budget and is also considering employee raises of 0%, 0.68%, 1.0%, and 1.0%. No Action Taken.

It is anticipated that a motion will be made, seconded, and approved to enter into Closed Session pursuant to Sec. 19.85 (1) (c), considering employment, promotion, compensation or performance evaluation data of any public employee over which this body has jurisdiction or responsibility: Structure, Staffing, Personnel.

The Board will return to Open Session and may ratify any matter(s) discussed in Closed Session.

It was decided not to go into Closed Session at this time. Chair Millan reported on the following: Regarding structure, Schroeder will discuss with Attorney Phillips which option for the future ADRC-NW structure he would recommend. This discussion is necessitated by the recent proposal by Governor

Walker to eliminate all long-term care districts in the State. That proposal has been abandoned, but the Executive/Personnel Committee feels a pro-active approach is needed in this regard. Regarding staffing, Schroeder will proceed with discussions with Clark County regarding ADRC-NW issues. Regarding personnel, Schroeder and Millan will interview two applicants for the part-time ADRC Specialist position and make a hiring decision based on those interviews.

LTE Position Status: See Above.

Family Care Update: The State is aiming for July 2017 to begin the last phase of the transition to Family Care for all counties not already in the program. Wisconsin is under federal mandate to enroll the remaining counties in a timely manner. It is putting out Requests for Proposals (RFPs) for Managed Care Organizations (MCOs) to oversee Family Care in the newly enrolled counties. They hope to have at least two MCOs apply for each area. This item will remain on the ADRC-NW agenda until Family Care is fully implemented.

Regional Manager Report: 1) Schroeder attended a one-day management training session and a new directors' training session put on by the State of Wisconsin. She will be attending Ethics & Boundaries training on cultural competency in the near future. 2) She will be meeting with the Aging Unit Director for the Sokaogon Chippewa Tribe to discuss services at that location since the new office opened. Activity is definitely picking up, and the Tribe is attempting to integrate more of their services with the ADRC-NW. The ADRC-NW office is only open on Fridays in Mole Lake, but tribal members can go to the Crandon office for services at other times. 3) Staff is reporting lots of issues with skilled nursing facilities in this region. Schroeder has contacted the State Ombudsman to meet with the ADRC-NW and the skilled nursing home personnel to work out these issues for the benefit of customers.

Letters & Communications: There were none.

Future Agenda Items: Review of Strategic Goals, 2017 Budget, report from Aging Convention, Family Care

Confirm Next Meeting Date, Time & Place: The next meeting of the Aging & Disability Resource Center of the Northwoods Board of Directors will be Friday, October 7, 2016 at 11:30 A.M. It will be in Rhinelander.

Adjournment: With no further business, Cushing moved to adjourn; Bix seconded. All Ayes. The meeting was adjourned at 12:16 P.M.

Handouts: Minutes of the August 5, 2016 Aging & Disability Resource Center of the Northwoods Board of Directors meeting; July 2016 Revenue/Expense Report; 2015/2016 Federal & State GPR Revenue Comparison; July 2016 Time Report; July 2016 Transaction Activity Report.