

**AGING & DISABILITY RESOURCE CENTER OF THE NORTHWOODS
BOARD OF DIRECTORS
Tuesday, October 29, 2024 – 11:00 A.M.
300A South Lake Avenue, Crandon, WI 53520**

Members Present: Ackley, Bix, Dubiak, Helmert, Lee, Lemke

Members Absent: Gretzinger

Call Meeting to Order: Chair Lee called the meeting to order at 11:00 A.M. Also present were Jamie Zarda, Regional Manager, Aging & Disability Resource Center of the Northwoods (ADRC-NW), and Kristin Bauknecht, Office Manager.

Public Comment & Introductions: None

Approval of the Agenda: Ackley moved to approve the agenda with twelve items; Lemke seconded. All Ayes. Motion Carried.

Approval of September 27, 2024 Board of Directors Meeting Minutes: Helmert moved to approve the minutes of September 27, 2024 Board of Directors Meeting; Lemke seconded. All Ayes. Motion Carried.

Financial - September 2024: There is a lot of training is going at this time so the Time Reporting Recovery Rate is low this month – 35.15% for September and 38.99% year-to-date. Elder Benefit Specialist numbers will be higher next month because of the Medicare Change Period. Helmert moved to approve the Cash Disbursements in the amount of \$64,990; Dubiak seconded. All Ayes. Motion Carried.

Attorney & Dissolution Checklist: The Dissolution Resolution is not yet finished because the attorney is waiting for State input.

Forest County: Forest County is proposing to shorten the Health Insurance benefit starting date from April 8, 2025 to March 8, 2025 for the ADRC employees if they can process the ADRC payroll beginning Pay Period 12/8/24 – 12/21/24 Payday 12/27/24. Taylor County will transfer health insurance to the Taylor County ADRC employees immediately when they become employees of Taylor County as of January 1, 2025.

Employee Conflict of Interest: One employee has a side business for respite care that may be a conflict of interest with her ADRC-NW position. Sherry Schuelke referred the situation to our Board for resolution. The Board decided that because of the brief time before the ADRC-NW dissolves, the Board should not make a decision that might be unnecessary and irrevocable. There are no other response care facilities in Forest County.

Regional Manager's Update: Sherry Schuelke, Regional ADRC Quality Specialist, will ask the State Fiscal Department to speak to our Regional Manager and Fiscal Agent on November 18th to discuss the outstanding loan repayments to both Forest and Taylor Counties. Under the Covid Grant we administered 349 covid and flu shots. Jamie found two grants for \$2 million dollars for individuals who cannot afford our services, both grants were forwarded on to Forest County to review. HUD Housing \$10MM for people who are facing homelessness, and this money will be used to set up 8- or 10-unit housing, this grant was also forwarded on to Forest County for review.

Workforce Development Update Regarding Displaced Workers: Some ADRC-NW employees may be taking advantage of the training.

Future Agenda Items: As needed.

Adjournment: Bix moved to adjourn: Dubiak seconded. All Ayes. 11:45 A.M.

Handouts: Minutes of September 25, 2024; Board of Directors Meeting; Statement of Net Position – September 30, 2024; Statements of Revenues & Expenses – September 30, 2024; Cash Disbursements – September 2024; 2023-2024 ADRC Federal & State GPR Revenue Comparison through September 2024; Transaction List – September 2024; Reconciliation Report October 9, 2024; Financial Statement of Accounts at Associated Bank – as of September 30, 2024; ADRC Dissolution Planning Checklist