

## **ADRC BOARD/COMMISSION ON AGING MINUTES JULY 12, 2010**

*THE FOLLOWING MINUTES HAVE NOT YET BEEN APPROVED BY THE COMMITTEE TO WHICH THEY PERTAIN*

**PRESENT:** Supervisor Tom Richart, Supervisor Bob Walerstein, Pat Treffert, Suzanne Bruner, Stan Suring, James Fisher, Paul Gurgel, and Karen Nadolski

**EXCUSED:** John Hilber

**OTHERS PRESENT:** Michelle Pike, ADRC Director, Mary Ferrell, Aging Services Manager, Ginger Ayres, Information and Assistance Specialist, Tara Meinnert, Office Assistant, and Pam Groeschl, Regional ADRC Quality Specialist

**CALL TO ORDER:** Chairperson Pat Treffert called the meeting to order at 9:00a.m.

**ASSURANCE THAT THE MEETING HAS BEEN PROPERLY NOTICED:** Ms. Meinnert indicated that the meeting had been properly noticed.

**ADOPTION OF AGENDA:** *On a motion by Karen Nadolski and a second by Stan Suring, the agenda was adopted.*

**PUBLIC COMMENTS:** Ms. Pike shared a thank you written by a client of Ms. Ayres

**APPROVAL OF MINUTES:** *On a motion by Suzanne Bruner and a second by Supervisor Bob Walerstein, the minutes from the meeting on 6/14/10 were approved.*

### **❖ ADRC DISCUSSION ITEMS:**

- Location and Physical Plant Survey by Pam Groeschl, State Office of Resource Center Development
  - Pam Groeschl, Regional ADRC Quality Specialist, presented a project that will evaluate location and physical plant of current ADRC's in Wisconsin (*NOTE: Some examples of location and physical plant are as followed - warm and welcoming, accessible and perception based on customer service*) – based on the survey results that each ADRC Board in the state will complete, Wisconsin will be looked at as a sample for future ADRC's across the country. The board has decided to complete the survey for the ADRC of Ozaukee County prior to the start of the August meeting. Once the survey is complete, Ms. Pike will submit the final copy to Pam. Results will be given by Pam at a future ADRC Board meeting within 4 to 6 weeks of being submitted.

- Staggering Terms for Board Members
  - Ms. Pike had asked all board members present at the June meeting who would be interested in serving for one, two or three year terms. All members in attendance were very flexible and willing to accommodate Ms. Pike's preference. To make her decision much easier, Ms. Pike put names in a hat and drew for one, two and three year terms. Ms. Pike shared the results with the board and everyone was pleased. Ms. Pike will report the changes to the County Clerk with an effective date for September 2010.
  
- Name change for ADRC's Quarterly Newsletter
  - Ms. Pike received a phone call from an Ozaukee County resident who expressed concern with the current name of our newsletter Facts for Seniors. Since we are an Aging and Disability Resource Center and help the developmentally disabled population along with the elderly population, Ms. Pike decided to brainstorm and came up with 3 different name changes. Ms. Pike asked for help from the board by having a vote on which name they liked best. The votes were tallied after the meeting and the winning name will be revealed when the August newsletter is mailed out to Ozaukee County residents at the end of the month.

#### ❖ AGING SERVICES DISCUSSION ITEMS

- Interviews for Cedarburg Meal Site Manager position
  - Ms. Ferrell reported that she has received 17 applications for the Meal Site Manager position. Ms. Ferrell is hoping to interview candidates and hire within a week.
  
- Discussion of Mequon/Thiensville Meal Site
  - Ms. Ferrell and Ms. Pike are possibly looking to relocate the Mequon/Thiensville Meal Site to Range Line School in Mequon. The reasons for possible relocation are because Willowbrook will be converting to a RCAC and issues with current management at Oakwood. There may be benefits to having congregate dining at one location. Additional 85.21 funds have been secured to support transportation to a central site.

#### ❖ REPORTS:

##### Developmentally Disabilities Representative Report:

Ms. Nadolski provided information to the group regarding the Summer Recreation Program run by Balance, Inc. The program is for school age children with disabilities. Balance is looking for agencies and/or businesses who might be interested in sponsoring an outing or event as part of their Summer Recreation Program. Funds left at the end of the summer are divided amongst the volunteers. Ms. Nadolski is looking to hire a college student to do the newsletter for Ozaukee County ARC.

##### Congregate and Home Delivered Meal Report:

None

### Information & Assistance:

Ms. Ayres reported that Beacon has now been converted to SAMS and assuming numbers have transferred correctly, numbers for contacts or visits has increased. Ms. Ayres included a summary from Jan Braby, Information and Assistance Specialist, about the Senior Conference that was held at the Grafton High School in June.

### Department Financial Report:

- Ms. Pike reported that the ADRC budget is satisfactory at this time – however, revenue is about 2 months behind with time reporting.
- Ms. Ferrell reported that the Aging budget is satisfactory – the old meal van sold at the auction for \$3900 and this money will be used to purchase new equipment for home delivered meals and congregate dining.

### Board Member Bio:

- ADRC Board Member Bio given by Paul Gurgel – Paul shared information about his extensive career, education history, family life, hobbies etc.

### Other Business:

- Ms. Pike mentioned that the Advisory Committee, who represents the 23<sup>rd</sup> district, has an opening if a board member is interested. As part of the committee a member would attend meetings quarterly in Madison or Stevens Point.
- Ms. Pike was contacted by Maurine Strickland, from the State, for an opportunity to apply for an ADRC Options Counseling Grant. The purpose of this grant is to develop and implement a comprehensive set of standards to guide, monitor and continually improve the delivery of Options Counseling within the ADRC as well as producing a set of minimum standards.
- Stan Suring mentioned that Portal Industries has changed their name to Portal Incorporated.

### Topics for Next Meeting:

- ADRC Board Member Bio – Patricia Treffert
- Location and Physical Plant Survey for State of Wisconsin

**On a motion by James Fisher and a second by Stan Suring, the meeting was adjourned at 10:11 a.m.**

Respectfully submitted,

Tara Meinnert  
Office Assistant  
ADRC of Ozaukee County