



MILWAUKEE COUNTY  
DEPARTMENT OF HEALTH  
& HUMAN SERVICES

## AGING & DISABILITIES SERVICES

### *Aging and Disability Resource Center (ADRC) Governing Board Meeting April 15, 2025*

The Aging and Disability Resource Center (ADRC) Governing Board members convened on Tuesday, April 15, 2025. Members and attendees attended in person, virtually via video conference, and conference call options.

#### **Board Members Present**

Amanda Laurila  
Tracie Horton  
Kent Mayfield, Chair  
David Lillich, MD  
Cindi Pichler  
Harvey Ross  
Levi Stein  
Rachael Bush  
Ramona Dicks-Williams  
Tiffany Barta

#### **Milwaukee County Staff:**

Daniel Idzikowski, DHHS  
Davia Fenton, DHHS  
Bekki Schmitt, DHHS  
KaiYah Taylor, DHHS  
Tamarra Carr, DHHS  
Javier Acevedo-Baez, DHHS  
Tina Anderson, DHHS

#### **Board Members Absent**

Rachael Bush  
Barbara Jones  
Kiran Sagar

## MINUTES

### **I. CALL TO ORDER AND ROLL**

Chair, Kent Mayfield called the meeting to order at 10:13 a.m. took roll call.

### **II. REVIEW AND APPROVAL OF THE MARCH 18, 2025 AGING AND DISABILITY RESOURCE CENTER'S MEETING MINUTES**

MOTION: To approve March 18, 2025, Aging and Disability Resource Center's meeting minutes.

ACTION: Motion prevailed by unanimous consent (Pichler Moved, Lillich Second.)

### **III. ADRC County Executive Informational Report, Deputy Chief Staff, Timothy Schabo**



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SERVICES**

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### **Advocacy & Budget Concerns**

- A recent op-ed published in the *Milwaukee Journal Sentinel* emphasized the serious impact of funding cuts on local services.
- Tim Schabo reiterated the County Executive's commitment to advocating for resources and funding necessary to serve the community effectively.
- A link to the op-ed is included in Tim Schabo's written report submitted to the board.

### **2. Budget Deficit Projections**

- Despite previous fiscal reforms (e.g., Wisconsin Act 10), Milwaukee County faces rising costs for state-mandated services.
- The county's ability to generate revenue has not kept pace with these costs.
- The Comptroller's five-year forecast projects a potential \$46 million budget deficit by 2026.

### **3. Climate Action Plan**

- During the State of the County Address, County Executive David Crowley announced the completion of the Milwaukee County Climate 2050 Plan, targeting net zero operational carbon emissions by 2050.
- The plan aims to:
  - Achieve zero emissions in county operations
  - Support local job creation
  - Enhance community well-being
  - Reduce urban heat islands
- Milwaukee County has already reduced greenhouse gas emissions by 46% since 2005.
- A bill signing to celebrate the plan will take place on Arbor Day, Friday, April 25th.

### **4. Community Engagement**

- County Executive Crowley will participate in the 30th Annual Milwaukee Riverkeeper Spring Cleanup on Earth Day, Saturday, April 26th.
- There are over 90 cleanup sites across the county.
- Registration and info available at [milwaukeekeeper.org](https://milwaukeekeeper.org).

### **5. ADRC Governing Board Appointments**

- The board currently has 12 active members and 5 vacancies.
- Members were encouraged to submit names of potential candidates via email or phone to Tim Schabo.

**View the full County Executive Report on County Legislative Information Center (CLIC). See ADRC April 15, 2025 Meeting Details**

#### **IV. ADRC Governing Board Roles/Chair Report/ADRC Governing Board Membership Report:** Kent Mayfield; Tracie Horton; Rachael Bush

##### **2025 ADRC Committee Structure**

Mayfield acknowledged prior efforts made to align board activities with strategic goals, while well-intentioned, were potentially overambitious given the board's current composition and capacity.

##### **Proposed Standing Committees**

- The revised Article 5 in the drafted bylaws now outlines the following three standing committees:
  1. **Membership Committee**
  2. **Survey and Overall Improvement Committee**
  3. **Outreach Committee**
- Members were encouraged to review provide feedback in preparation for a vote at the next board meeting.
- ADRC staff have been assigned to represent their respective areas within the committees.
- Consensus that asking board members to attend two separate meetings is too much for most.
- A suggestion was made to adjourn the board meeting early to allow breakout sessions in Teams for committee work.
- This format will be tested and evaluated for effectiveness.

Barta expressed support for condensing the ADRC board meeting to allow time for breakout sessions. She values the flexibility of holding these breakouts either in person or virtually. This approach is seen as an opportunity to delve deeper into key topics and ensure actionable steps follow discussions.

She appreciates the new structure and finds it to be more pragmatic and feasible and mentioned the direction aligns with the board's goal of becoming more efficient. Tiffany shared that she has epilepsy, which impacts her ability to drive.

Advance notice of meeting formats and locations is crucial for her to plan to attend in person when needed.

As a member of the Quality Improvement Committee, Barta emphasized the importance of understanding expectations and planning ahead.

Knowing meeting details in advance helps her contribute meaningfully to both committee and board goals, as well as broader county objectives.

Barta's input highlighted the importance of accessible meeting planning and reinforced board support for a streamlined and action-oriented meeting structure.

Dicks- Williams concurred.

Ross proposed committees have the flexibility to meet independently of the main board meetings to ensure adequate time for their work.

Clarification offered from Fenton that committees may convene outside of regular board meetings if needed. However, for convenience and participation, committee meetings will initially follow abbreviated board meetings.

Hybrid formats (in-person and online) will continue to support accessibility needs.

Mayfield mentioned the importance of time commitment and realistic expectations. His concern noted that the scope of committee work, including major tasks like revising the listening session survey, cannot realistically be completed in a single one-hour monthly session.

Previous survey responses regarding member time availability should guide planning as the board is transitioning to a "working meeting" model where meetings are focused on action items and deliverables.

The goal is to have members leave with clear assignments and timelines.

Time between meetings will be used for completing committee work.

Future meetings will prioritize progress reports and outcome sharing with a concerted effort to eliminate redundant discussion.

Pichler shared a suggestion based on her past experience serving on another board where committee meetings were held before the board meetings, not after.

This encouraged accountability for time – Committees were more efficient due to the need to finish before the official board meeting started. Additionally, it created interconnectedness between committees – For example, insights from the Membership or Quality Improvement Committees could affect decisions in the Outreach Committee, and vice versa.

Pichler emphasized that talent overlaps across committees, and having committee meetings first could lead to more informed and productive discussions during the main board meeting.

The overall tone of the discussion was optimistic, with a shared goal of making board operations more effective, results-driven, and accessible.

In conclusion, the board is moving toward a more structured model, combining abbreviated general meetings with flexible, goal-oriented committee work, ensuring inclusivity and accountability.

In conclusion, the board will initially hold each committee meeting after adjourning their next meeting early to test efficiency. A unanimous decision will be made, a motion will be adopted, and the bylaws will be updated to reflect such.

### **Bylaws Draft Review for Board Approval**

A draft of the bylaws will be sent to the board prior to the next board meeting for review, final modifications, and a final draft to be voted on and adopted at the May meeting.

Lillich explained that Article 6 of the bylaws dictates the boards' charge to have bylaws but offered that they can be changed with due process.

Mayfield mentioned the need to include in the bylaws a description of board officer nominations and their role as it relates to guidance, leadership, and membership.

### **Membership Needs**

The board discussed the need to increase membership and maintain a well-populated board.

There is a widespread challenge across advisory committees in finding individuals to fill vacant slots.

Current board members may not have fully prioritized recruitment efforts, and this needs to be addressed at a future meeting.

Possible recruitment strategies include making recruitment a major agenda item by identifying key target areas for new membership.

A suggestion was made to include the board Chair and Vice Chair in a nominating committee that could function similarly to an executive committee, focusing on board composition and leadership development.

There was discussion around whether the involvement of the Chair and Vice Chair in the nominating committee should be formally stated in the bylaws.

The group acknowledged the importance of flexibility. If the proposed structure doesn't function well, it can be adjusted later.

**V. ADRC Reports / Department of Health and Human Services, Aging and Disabilities Services (DHHS/ADS): DHHS/ADRC Director, Bekki Schmitt**

Schmitt began by referring to the dashboard report but pivoted to higher level overview to explain it as follows:

**1. Staffing and Capacity Expansion**

- Additional walk-in traffic is being observed at the Coggs building.
- Following a session at the United Community Center, there's a recognized need for increased bilingual capacity to better serve diverse populations.
- Plans are underway to build a team for expedited cases involving:
  - 2 Advanced Options Counselors
  - 1 Bilingual Information and Assistance (I & A) Specialist
  - 1 I & A Specialist
  - 1 Bilingual Elder Benefit Specialist
- These five positions are scheduled to go before the County Board in May for approval.

**2. Budget and Funding**

- Current ADRC funding is secure, per discussions with county fiscal staff and state liaisons at the Office for Resource Center Development (ORCD).
- Planning is ongoing for 2026, and additional ADRC funding has been requested in the state budget.
- The directive from the state is to continue forward with current efforts.

### 3. Action Plan on Options Counseling

- ADRC is operating under an action plan with the state to address backlog in Options Counseling referrals.
- A three-month check-in with ORCD is scheduled for the upcoming Thursday to review progress and explore further strategies.
- The surge in complex cases and high volume continues to be a focus.

### 4. Facility Updates

- Relocation to the new Coggs building is expected in May.
- The Peer Place transition will occur in the coming weeks, following previous delays.

### 5. ADRC Recognition Month

- May is ADRC Recognition Month in Wisconsin and Milwaukee County.
- Planning is underway to include a brief recognition presentation at the upcoming board meeting.
- A community celebration will be held on:
  - Date: May 14
  - Time: 11:00 AM – 2:00 PM
  - Location: Clinton Rose Senior Center
  - Theme: *Boot Scootin' Boogie – Wild, Wild West*
  - Activities include:
    - BBQ meal
    - Photo booth
    - Raffles
    - Informational booths on ADRC services

Board members, staff, and community partners are encouraged to attend.

In closing, Schmitt invited questions from the board and provided an opportunity for further discussion on the dashboard or updates shared.

**View the full February Dashboard Report on County Legislative Information Center (CLIC). See ADRC April 15, 2025 Meeting Details**

## VI. Department of Health and Human Services, Aging and Disabilities Services (DHHS/ADS), ADS Reports, Tina Anderson

No report was submitted.

## VII. Informational Reports

### a) Fiscal Report, Matt Fortman, DHHS Chief Financial Officer (CFO). 2.0

Lottie Maxwell-Mitchell opened the quarterly report with a PowerPoint presentation offering a financial overview of the ADRC.

#### **2024 Financial Summary**

- Budgeted Expenditures: \$12,267,763
- Actual Expenditures: \$11,680,937
- Expenditure Surplus: \$586,826
- Revenue Sources:
  - BCA (tax levy)
  - State ADRC Award
  - Independent Living Support Grant
  - National Coalition on Aging Grant
  - Older Americans Act (3D) funding
  - Federal ADRC (match funding)
- Budgeted Revenue: Approx. \$12 million
- Actual Revenue: Approx. \$11 million
- Revenue Surplus: \$495,000
- **Conclusion:**  
ADRC ended 2024 in a healthy financial position with surpluses in both expenditures and revenue. No deficits occurred.

#### **2025 Financial Outlook**

- Adopted Budget:
  - Expenditures: \$14.8 million
  - Revenue: \$13.4 million
- Federal Match Rate: 53.75%
- Non-Medicaid (MA) Match Rate: 46.25%
  - This is considered favorable; goal is to keep Medicaid match higher.
- Projected 2025 Surplus: Approximately \$3 million
  - To draw down surplus, ADRC will request five additional positions from the County Board in the upcoming month.
- **Conclusion:**  
The ADRC is in a strong financial position for 2025, with stable funding and proactive staffing plans.

#### **Planning for 2026**

- Maxwell-Mitchell requested board member input on fiscal priorities as the team begins developing the 2026 budget request.
- Feedback will be used to align budget planning with organizational and community needs.



**b) Directors Informational Reports**

Area on Aging (AAA) – Dan Idzikowski, Director

Office of Persons with Disabilities (OPD) – Jacqueline Formanek, Interim Director

Adult Protective Services (APS) – Cleopatra Castaneda, Director

**View the full March Informational Report on County Legislative Information Center (CLIC). See ADRC April 15, 2025, Meeting Details**

**VIII. ADJOURNMENT:** Meeting adjourned at 11:20 a.m.

Respectfully submitted,

Davia Fenton  
Administrative Assistant  
Aging and Disability Resource Center