

**The Aging and Disability Resource Center (ADRC)  
Governing Board**

**June 4, 2019 Minutes**

10 a.m. - 12 noon, Marcia P. Coggs Center, Room 104

**Members Present:** Dan Lococo (Chair), Mary Neubauer (Vice-Chair), Richard Zimmerman, Pat Bruce, Debra Jupka

**Members Absent:** Pr. Hunter-Gaynor, Michelle Martini

**Staff:** Shakita LaGrant, Holly Davis, Ryan Bamberg, Nancy Surdyk, Ann McKaig

**Public:** Kevin Fetsch, Jacquie Haesely, Sandy Modal, Bill Meunier

**1. Call to Order and Introductions:**

- 2. Consideration of minutes:** Ms. McKaig moved to approve minutes from February 5 and April 2<sup>nd</sup> 2019. Ms. Jupka made a motion to approve minutes as presented. Ms. Bruce seconded, motion carried 4-0. Ms. Lange made a motion to approve the 1/16/19 minutes as presented. Ms. Jupka seconded, motion carried 7-0.

**Summary:** Ms. Bruce asked to strike an incomplete sentence under item 3a in the February 5<sup>th</sup>, 2019 minutes.

- 3. Reports:** Board members reviewed reports prior to meeting and discussion below reflects questions related to report content.

- a. Chair Report: Dan Lococo presented ADRC-GB 2018 report to County Health and Human Needs Committee. He announced that his term ends February 2020 and will not seek reappointment.
- b. Facilitator Report: Ann McKaig announced plans to step down from Facilitator position at the end of 2019. Nancy Surdyk will shadow and transition into the role based on training plan. Ms. McKaig shared updates on transportation advocacy and information that will be included in CCSB Solutions Panel Discussion event in September.
- c. DRC Dashboard: Disability Resource Center Mgr, Karin Bachman was not able to attend due to a schedule conflict. Ryan Bamberg presented the report regarding updates on hiring, State Scorecard Initiative, receipt of grant to make instructional video. Discussion of Scorecard Initiative followed. Board requested updates on this initiative at the remainder of 2019 meetings for possible action.
- d. ARC Dashboard: Aging Resource Center Mgr, Holly Davis updated the board on vacancies, recruitment and hiring. Update on budget process: fiscal impact is significant due to structural deficit in the county budget. Each department has a cut in tax levy available.

- e. Commission on Aging Liaison Report - Debra Jupka presented Young at Heart report from Wisconsin Public Policy Forum and shared Commission strategies for board recruitment and engagement.

**4. Consideration of the correspondence from Wisconsin Department of Health Services regarding the ADRC Governing Board 2018 recommendations to same:**

- a. Attachment: Letter from Christine See, Wisconsin Department of Health Services. Discussion focused on State's disenrollment counseling process and how it impacts consumers. Chair Lococo requested that staff share guidelines for discussing the disenrollment counseling process with consumers in order to support staff and consumers for the best outcome.

**Direction / Action Items: NONE**

**No vote needed**

**5. Consideration of letter to county leadership recommending the reclassification of Human Service Worker position – ACTION**

- a. Attachment: "ADRC Reclassification Letter"

**Discussion:** Ms. Holly Davis will revise the letter to align with ARC perspective so that the letter is complete. Discussion included next steps and desired outcomes. Next draft of letter will come back to board at the August meeting for consideration.

**Direction / Action Items:** Ms. Surdyk will coordinate staff input on letter for presentation to board at August meeting. Board members would like to receive next draft by August 1<sup>st</sup> to allow ample time to review.

**MOTION:** MOVE TO APPROVE THE LETTER AND DISTRIBUTE IT TO GROUPS BASED ON DISCUSSION. **VOTE: NONE**

**6. Adjournment:** Ms. Bruce requested that this agenda item be revised to include the language "Adjournment and Announcements: Board expressed support and directed staff to add this as a standing agenda item."

Meeting adjourned at 12:00 pm.

Submitted by Nancy Surdyk