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**ADRC Governing Board Minutes  
November 12, 2015**

- I. **Certification of Open Meeting Law**
- II. **Pledge of Allegiance**
- III. **Call to Order** – Chairman Warren Brewer called the meeting to order at 1:00pm.
- IV. **Introduction of New Members, if applicable.**
- V. **Roll Call/Mileage –**

<u><b>Adams:</b></u> Rocky Gilner	<u><b>Green Lake:</b></u> Suzi Giesen	<u><b>Marquette:</b></u> Jan Banicki Gerald Hebert II Dave Benson	<u><b>Waushara:</b></u> Warren Brewer Russell Heise
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**Absent:** Linda Manske, Cindy Skipchak, & Joy Waterbury  
**Guest(s):** Donna Richards & Kate Surprise  
**ADRC Staff:** Jennifer Dille, Amanda Kutcher & Kim Rachel
- VI. **Adoption of the Agenda:** *Motion was made to adopt the agenda by Jan Banicki, seconded by Gerald Hebert II. Motion carried.*
- VII. **Approval of Minutes of the Previous Meeting:** *Motion by Rocky Gilner to approve the minutes of August 20, 2015, seconded by Jan Banicki. Motion carried.*
- VIII. **Public Comment (3 minutes/person, maximum of 15 minutes):** None.
- IX. **REPORTS:**
  - A. **ADRC Local Activities (Jennifer Dille):**
    1. **Staffing Updates-Amanda Kutcher, Health Promotions Coordinator:** Jennifer introduced Amanda Kutcher who is the Health Promotions Coordinator. Amanda informed the board that her main focus will be working on new programs for 2016 including Healthy Living with Diabetes and Stepping On. She is currently finishing up Mind Over Matter and working on spring workshops. She mentioned losing a couple of active volunteers and asked if anyone knew of anyone interested in volunteering to let her know. Jennifer updated the board that Kris Bergh, a Resource Specialist in Marquette County, is doing well. He has shadowed other Resource Specialists, been on home visits, passed his functional screen test, and will be working on 100% time reporting soon. In addition, Vanessa Schultz, a Resource Specialist from Green Lake, had been out for 5 weeks, but is returning on Monday, part-time. And, Crystal Homes, a Resource Specialist in Adams, will soon be on maternity leave for approximately 6 weeks.
  - B. **State Activity (Jennifer Dille):**
    1. **ADRC Directors Meeting Updates:** Jennifer reported that at last week's meeting, the primary focus was on the Department of Human Services doing a study on combining ADRC's with a dedicated Economic Support person in each county. Kate Surprise, a guest from Human Services

in Waushara County, introduced herself and spoke briefly on the state aligning ADRC's with the 10 Economic Support consortias that are in the state and informed everyone of a future meeting in December with operational leads from economic support are on the agenda. Kate will be attending that meeting.

**2. State Budget Updates:** A "Summary of Changes – Proposed 2016 ADRC Contract" handout was distributed to all of the members. Jennifer mentioned a few highlights: all signage must show the ADRC state logo, state to provide hearing loop technology at each site, hours of operation to be assessed (are the hours working for the people we serve; evening hours/open earlier will be determined), the ADRC logo/website and phone number to be on the county's webpage, new tracking elements take effect January 1, 2016, and ADRC's will be required to submit a business plan by June 1, 2016.

**X. OLD BUSINESS:** None.

**XI. NEW BUSINESS:**

**A. 2016 ADRC Budget:** Annual budget handouts for 2015 and 2016 were distributed and reviewed by the board members. Jennifer commented that AMSO has gone down and the MA Match is at 37% and averaging at about 40%. There were no discussions, questions or comments made by the board members. ***Suzi Giesen made a motion to approve the 2016 Budget as presented. Dave Benson seconded, and the motion carried.***

**XII. OTHER:.**

**XIII. MEETING DATE & LOCATION/SUGGESTIONS FOR FUTURE AGENDA ITEMS:** The next meeting will be on February 11, 2016 in Montello, Marquette County.

**XIV. ADJORNMENT:** ***Motion to adjourn the meeting at 1:35 pm was made by Jan Banicki, seconded by Dave Benson, and the motion carried.***

Respectfully Submitted

Kim Rachel, ADRC Resource Assistant