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**ADRC Governing Board Minutes
March 13 2014**

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

Adams:

Green Lake:

Marquette:

Waushara:

Suzi Giesen

Dave Benson

Warren Brewer

Cindy Skipchak

Shirley Floeter

Russell Heise

Jack Meyers

Dan Klawitter

Fred Kaiser

Bernadette Krentz

Linda Manske

Absent: Bobbie Jo Anderson, Heidi Roekle, Beverly Ward (Adams), Jack Meyers (Green Lake)

Guest(s): None

Green Lake County Staff Present: None

Marquette County Staff Present: None

Waushara County Staff Present: None

ADRC Staff: Jennifer Dille, Fran Geier

- VI. Adoption of the Agenda: *Motion was made to adopt the agenda by Shirley Floeter, seconded by Dave Benson, motion carried.*
- VII. Approval of Minutes of the Previous Meeting: *Motion by Linda Manske to approve the minutes of January 9, 2014, seconded by Cindy Skipchak, motion carried.*
- VIII. Public Comment (3 minutes/person, maximum of 15 minutes): None

IX. Reports

A. ADRC Local Activities (Jennifer):

- 1. **Staffing Updates:** Adams County will be interviewing candidates for the Resource Specialist next week and the position should be filled by Mid-April. Rachel Heinzman, DBS for Marquette and Waushara counties, is leaving next Friday, March 21, to take a position in Sauk County. Since she is a Marquette County employee, that county will be posting the job by mid-April with hopes to hire a replacement by mid-June. Matt Wecker (Green Lake) and Sandy Reinke (Adams) will be covering in the interim.
- 2. **Marketing Plan for 2014:** The audio for the State ads has been given to WAUH (the “Bug”) radio station which covers Green Lake and Waushara County. The State is providing commercials to 5-6 TV regions. The ads are not specific to any particular ADRC. Jennifer does not plan to write a proposal since this ADRC will be covered by the regional ads. The State is once again declaring May 11-17 “ADRC Week” with an official proclamation. Adams County may hold an open house during that week. Marquette County will be holding a health fair with Shannon Myers covering. Jennifer is still distributing brochures. Cindy Skipchak noted that King Veterans Home had brochures for all the area ADRCs. Warren Brewer reported that the Management Team has decided that each county will print their own brochures and Resource Directories (as necessary). Most send out only certain pages, so there is not a huge demand for complete directories. Jennifer is getting prices from outside sources to print the Resource Directory for all four counties. Jennifer distributed a summary of Shannon’s Health Promotion Programs for 2013 to the Board Members. Warren commented that it was a very impressive list. Jennifer reported that Colleen Sengbusch,

EBS for Marquette County, will be participating in the “Walk to End Alzheimer’s” in September and was looking for sponsors. A \$650 “bronze partnership” receives printed t-shirts and signs. **Linda Manske motioned to donate \$650 for a bronze partnership to sponsor Colleen Sengbusch in the “Walk to End Alzheimer’s” event, Cindy Skipchak seconded, and the motion carried.**

B. State Activity:

1. **ADRC Directors Meeting Updates (Jennifer):** When the directors met last week, it was announced that the State has decided not to go with a new database system as planned, but will instead use the new SAMS 3.0. This upgrade still has two separate databases for the Resource Specialists and Disability Benefit Specialists. A checklist will provide instructions on how to handle transfers between counties (especially important when transferring from a Family Care county to a waiver county). Instructions on how to track complaints was discussed, but Jennifer noted that this is not a big problem since there are very few complaints for this ADRC. She noted only one complaint (for an Adams County client) that was filed with the State and the issue did not involve the ADRC (civil rights matter). Fred Kaiser asked if there was any update on the Nursing Home Relocation program. Jennifer stated that Adams County had received ten referrals alone and 3-4 were done last month. She expected that it would be no problem meeting the State’s minimum requirement.
2. **Dementia Specialist Position:** The State is requesting grant applications from ADRCs for a Dementia Specialist position. The two-year program would provide \$80,000/year plus a 10-20% Federal match. The State currently has five, but would like to increase to ten Dementia Specialists. Applications are due March 31 with the grants being awarded in May. Jennifer stated that LeRoy Dissing would doing the budget portion of the grant.

X. Old Business None

XI. New Business: None

XII. Other: None

XIII. Adjournment: ***Motion to adjourn the meeting at 1:40 pm was made by Linda Manske, seconded by Shirley Floeter, motion carried.*** The next meeting is scheduled for Thursday, May 8, 2014, at 1:00 pm in Green Lake.

Respectfully Submitted

Fran Geier, ADRC Resource Assistant