



Aging & Disability Resource Center

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Serving Green Lake, Marquette, and Waushara Counties

**Aging and Disability Resource Center
Of Green Lake, Marquette, and Waushara Counties
Coordinating Committee Minutes
November 12, 2009
Location: Waushara County**

- I. **Call to Order** – Warren Brewer called the meeting to order at 1:00 pm.
- II. **Roll Call** –
Green Lake:
Elden Dallman
Joanne Guden
Bob Michaels
Suzi Giesen

Marquette:
Earl Ewert
Donna Hymes
Mike Ingram

Waushara County:
Donna Kalata
Beverly Monson
Bernadette Krentz
Warren Brewer
Jennifer Addis

Others Present: Veronica Ottow (GL), Betty Bradley (GL), Jan Krueger (M), Glen Johnson (W), Linda Van Ness (GL), Debbie Paavola (W)
- III. **Adoption of the Agenda** Motion was made to adopt the agenda by Bernadette Krentz, second by Joanne Guden, motion carried.
- IV. **Approval of Minutes of the Previous Meeting.** Motion was made to approve minutes by Eldon Dallman, second by Donna Kalata, motion carried.
- V. **Public Comment-** none
- VI. **Reports**
A. ADRC Local Activity
Ottow shared local activity for the first nine months of the year (2009). The report included number on contacts per month, caller types, call topics and ADRC activity. Discussed followed regarding results of the report.

Ingram wanted to thank Rigden, Rhode and Ottow for having a display at the Marquette County Advocacy Day. Rigden also did a great presentation on fall prevention.

B. Statewide ADRC Activity

The state is currently working on the new contract for 2010. Ottow handed out a draft of the 2010 contract change highlights. Discussion followed regarding some of the changes.

C. Family Care Update

Ottow passed out a member report that was compiled by Care WI. Discussion followed regarding results.

D. Marketing/outreach update

Ottow will be placing articles in the area newspapers regarding topics that relate to the ADRC.

The ADRC had a table at the Waushara County Caregiver Day and at the Marquette County Advocacy Day.

E. Customer Satisfaction.

Ten customer satisfaction surveys were returned. Ottow passed out data that was collected from returned surveys. Discussion followed.

VII. Old Business

VIII. New Business

A. 2010 ADRC Budget

Management team will be meeting on Tuesday, December 8, 2009 to go over the budget for 2010. Joanne Guden, Mike Ingram and Warren Brewer will meet with Linda and other members of the management team on December 9, 2009 at the Waushara County Demo Room, to review the budget before it is sent to the state.

B. Coordinating Committee Position Description

Ottow handed out the draft version of the Advisory Committee Position Description. Discussion followed. Motion to approve position description with corrections made by Joanne Guden second a Mike Ingram, motion carried.

C. Conflict of interest policy

Ottow handed out Information Bulletin #20 Avoiding Conflict of Interest between ADRC and MCO. Ottow will be meeting with Denise Blackburn from Care WI to talk about this policy.

D. Short Term Service Coordination

Ottow distributed the draft policy for Short Term Service Coordination. Discussion followed. Motion to approve Short Term Service Coordination Policy with correction by Donna Kalata, second by Joanne Guden, motion carried.

C. Meeting and location schedule:

January 14, 2010, Green Lake County Health & Human Services at 1:00pm.

Future Agenda Items:

IX. Adjournment – Motion to adjourn the meeting made by Berndette Krentz, second by Donna Hyames, motion carried.

Respectfully Submitted,

Veronica Ottow