AGING & DISABILITY RESOURCE CENTER OF THE NORTHWOODS – BOARD OF DIRECTORS
Friday, June 27, 2014 – 1:00 P.M.
100 West Keenan Street, Rhinelander, Wisconsin

Members Present: Bix, Cushing, Gresser, Hammer, Krug, Millan, Platner, Price, Queen, Ritchie, Teichmiller

Members Absent: Kortenhof (excused), Peterson (excused)

Call Meeting to Order: Chair Teichmiller called the meeting to order at 1:05 P.M. Also present were Pam Parkkila, Aging & Disability Resource Center of the Northwoods (ADRC-NW) Regional Manager, and Jennifer Lueneburg, Oneida County Social Services Financial Services Manager.

Public Comment & Introductions: There were none.

Approval of the Agenda: Platner moved to approve the agenda with fifteen items; Queen seconded. All Ayes. Motion Carried.

Approval of the Minutes of the May 21, 2014 Board Meeting: Cushing moved to approve the minutes of the May 21, 2014 Board Meeting; Queen seconded. All Ayes. Motion Carried.

Consent Agenda - April 2014 & May 2014 Financial Statements & May 2014 Time Report: (Please see the June 27, 2014 ADRC-NW Finance Committee minutes for full financial statement discussion.) Krug moved to approve the consent agenda subject to audit; Queen seconded. All Ayes. Motion Carried.

Group Health Insurance Update: Last month the ADRC-NW Board approved joining the Wisconsin Public Employers' Group Health Insurance Program as of October 1, 2014. However, this date can now be moved up to July 1, 2014, but this requires an amendment to the Resolution for Inclusion under the Wisconsin Public Employers' Group Health Insurance Program that was passed in May 2014 by the Board of Directors. Cushing moved to amend the Resolution for Inclusion under the Wisconsin Public Employers' Group Health Insurance Program to substitute July 1, 2014 for October 1, 2014 as the start date. Millan seconded. All Ayes. Motion Carried.

Telephone System Update: After much discussion, the following resolutions were passed by the Board:

1) Cushing moved to hire Andrew G. Valentine dba Service Provider Solutions LLC as a consultant to resolve the telephone issues; Queen seconded. All Ayes (except Platner who abstained). Motion Carried.
2) Cushing moved to contact Phillips Borowski to discuss hiring them to assist in resolving the telephone issue with Frontier or to refer the ADRC-NW to another legal firm who can handle the issue; Bix seconded. All Ayes. Motion Carried.
3) Cushing moved to push forward as soon as possible to find a replacement telephone provider for Frontier; Hammer seconded. All Ayes. Motion Carried.
4) Hammer moved to request 2013 carryover funding from the State in order that the ADRC-NW can hire the aforementioned telephone consultant and attorney. Cushing seconded. All Ayes. Motion Carried
5) Krug moved to withhold payment to Frontier until the telephone issue is resolved and appropriate credit is applied to the current billing. All Ayes. Motion Carried.

Carryover Funding Update: The State has approved 2013 carryover funding requests of $22,000 for office equipment; $12,000 for training/conference fees; $1,200 for the library. Still pending is a request of $20,000 for marketing. In addition, the ADRC-NW received a grant of $39,700 to offset the cost of the State advertising campaign for this region. The State has been advised that we will be requesting funds to resolve the telephone system issue.

Designate New Fiscal Agent: Cushing moved to list Jennifer Lueneburg as the fiscal agent on Wisconsin Retirement System documents replacing Mary Rideout who is now the Oneida County Social Services Director; Krug seconded. All Ayes. Motion Carried.

Board Member Evaluation: This has been completed, but due to a misunderstanding it was not sent out to Board Members for review.

Regional Manager Report: 1) The Disability Benefit Specialist (DBS) Consulting Attorney visited the ADRC-NW on June 17th and 18th. He feels the ADRC-NW DBS workers are doing an excellent job, and he has no issues. He feels that these workers are extremely dedicated to providing excellent service. He would like the ADRC-NW to establish a database for Release of Information forms. 2) The Medford DBS pay scale was increased at the completion of her probationary

period. 3) So far, seven applications for the two vacant positions on the Board of Directors have been received. 4) Work is proceeding to get Memoranda of Understanding completed with the tribes. 5) Parkkila made a presentation to the Oneida County Board and will be doing one for the Vilas County Board in August. Millan will set up a time to present at the Forest County Board. 6) There has been excellent feedback from the recent statewide advertising program. The staff marketing committee met with Kinziegreen to discuss the redesign of the ADRC-NW Web site. 7) The State is working on developing more services for the dementia population through ADRCs. They will provide training for ADRC employees to become dementia specialists.

Teichmiller reported that there is a July deadline for Requests for Proposals for family care providers for the northeastern counties. He feels the ADRC-NW should be proactive with regard to family care to ensure that all options are available rather than letting the State choose the options for us.

On September 9, 2014, there will be a conference on Care Transition at Wisconsin Dells. The State would like more ADRCs working on this. The Greater Wisconsin Agency on Aging Resources Conference will be September 10-11. It will also be at Wisconsin Dells.

Board Member Report – Community Feedback: Several Board Members saw the statewide ADRC commercials and liked them very much.

Future Agenda Items: Telephone System

Confirm Next Meeting Date & Place: The next meeting of the Aging & Disability Resource Center of the Northwoods Board of Directors will be Friday, July 25, 2014 at 1:00 P.M. It will be held in Rhinelander.

Adjournment: With no further business, Bix moved to adjourn; Hammer seconded. All Ayes. The meeting was adjourned at 2:16 P.M.

Handouts: Minutes of the May 21, 2014 Aging & Disability Resource Center of the Northwoods meeting; April 2014 Transaction Report; May 2014 Transaction Report; May 2014 Revenue/Expense Report; 2013/2014 ADRC Federal & State GPR Revenue Comparison; May 2014 100% Time Report; Andrew G. Valentine Resume; Andrew G. Valentine dba Service Provider Solutions, LLC consultant proposal.