

The Aging and Disability Resource Center of Eagle Country Governance Board meeting was called to order at 9:30 a.m., Friday, January 27, 2017 in Conference Room A&B of the Health & Human Services Building at 221 W Seminary St, Richland Center, WI.

Members Present: Elling Jones, Vern Demers, Lane Delaney, Andrea Lombard , Bette Smart, Donna McGinley, Marie Rakow, Donald Seep, Donald Stirling, Becky Hovde

Members Absent: Ken Schneider, Belinda Granger

Others Present: Susan Blodgett, Char Norberg, Jeanne Christie, Roxanne Klubertanz-Gerber
Becky Dahl, Ingrid Kovars

The meeting was called to order by Board Chairperson, Vern Demers, at 9:30 am.

Approval Agenda and Posting: Motion by Lane Delaney, second by Donna McGinley to approve the agenda and proper posting. Motion carried.

Approval of Minutes: Motion by Elling Jones, second by Marie Rakow, to approve the minutes of the December 9, 2016 meeting. Motion carried.

Citizen Comments

None

Regional budget

Becky Dahl reported on the budget. Not all expenses are in yet but we will be finishing the year with a surplus. The Mauston office \$50,000 carry over from 2015 for the new building project was discussed. We will be transferring that money to the Mauston office. Juneau County will be responsible for using the money for appropriate expenses for in the new office. Becky will be part of the conversation on allowable expenses. The expenses will be sent to Richland County, the fiscal agent for the region, and the federal share will be captured and forwarded onto the Mauston Office. With the State and Federal share, this will be approximately \$80,000.

Regional Offices 2017 Budgets and Staffing

Becky Dahl summarized the 2017 budgets. Grant Agreements and Richland's MOUs will be distributed today. Offices will be receiving their budgeted amounts. The Baraboo office will have a three quarter time Information and Assistance Specialist (I&A). They were able to do this without taking any money away from any of the other counties. The funding for this was by transferring responsibility for funding of the Elder Benefit Specialist's positions to Older Americans Act and Tax Levy. This has freed up the funds that will pay for the new I&A position. The Richland County cash flow issues will not affect the other offices, however the Richland Center I&A staff have been reduced to 35 hours. Their job descriptions reflect 35 hours; however, they have worked 40 hours a week for years while accruing benefits at 35. It is our goal to have their job descriptions reflect 40 hours in the future. Their positions are fully state and federal funded. NH-relocation grant was discussed. This change is subject for review in April.

Approve Updated Policy: Conflict of Interest, Bias, and Inappropriate Influence

The state has created a new policy and it is required we adopt state policies where available. Becky Dahl reviewed the new policy. This policy will be reviewed with all new hires so they are aware before being hired what the policy means in their position. This policy will be reviewed annually with all staff. **Motion by Marie Rakow, second by Andrea Lombard to adopt the Conflict of Interest, Bias, and Inappropriate Influence policy. Motion carried**

2015 Wis Act 55 DHS Final (3rd) Evaluation Paper: Reliability and Consistency of ADRC Functional Screen and Options Counseling

Becky Dahl gave some background on the paper and its relationship to the 2015-17 Governor's Budget. This is the final of three required papers as a result of the budget. The prior two papers were in reference to comparison and contrast of ADRC's and Income Maintenance and the roles of the governing board. This third paper is about the consistency and reliability of both ADRC provided Functional Screens and Options Counseling. The conclusion of the paper states all indicators point to a process that is both reliable and consistent. It goes on to say training, policies and procedures of the ADRC have resulted in a high level of satisfaction in Options Counseling and accuracy in functional screening. This study was done by the Department of Health Services, Office of Resource Center Development as the state budget ordered them to do.

Board Education: Summary of Regional Advocacy Training

Becky Dahl attended an Advocacy Training in Dane County with Janet Zander, a licensed lobbyist for the Greater Wisconsin Agency on Aging Resources (GWAAR). One big take away was that we maintain relationships and educate our legislators. Packets of our legislators were distributed. The difference between advocacy and lobbying was discussed. It is also important for board members to tell our legislators what the ADRC is and what group of individuals they represent on this board when meeting legislators. It's good to get a baseline for what legislators know about the ADRC and educate them about what we do. Now is the time to start making those connections and building relationships with our legislators before the next budget session begins. Senator Howard Marklien is on the Joint Finance Committee and he is one of our legislators that we have a good relationship with.

Regional Statewide Advocacy Actions: Tammy Baldwin's Letter to ADRC of Eagle Country Governing Board

The ADRC of Eagle Country received a letter from Tammy Baldwin regarding the letter we wrote to our legislators about the Money Follows the Person Grant. Letter was read. In summary she recognizes the importance of this grant, however its renewal has not yet been brought before the senate.

Summarize Regional Updates – Office Managers:

RC: Staff have moved into new offices. They are now located all in one place and staff find this a great collaborative environment and are even able to take customers into their offices. The transportation grant has been submitted. Volunteers have been giving a huge amount of time to the transportation program. Community involvement and donations are up. A new intern has started. Viola site started in December and staff took the bus out to the site in order to involve transportation outreach as well. AARP tax season starting in February. EBS and OAA programs need to look at ways to trim expenses and tax levy directive by HHS board. Not much tax levy goes into that program. The office is trying to look at options that will not affect our full-time employees.

Mauston: February the County Board will be making a motion to bond the new building and once this happens the building project will move forward with hopes of breaking ground in April. A Veterbo University representative contacted Char Norberg to try to certify ADRC to be a location for a field work intern. Materials from Richland Center intern program was implemented and next January the Mauston office will hopefully get an intern.

PdC: The new EBS did well with Medicare Part D season and just gave a presentation to a few county employees, it was well received. Staff attended a Youth in Transition at schools which was a well attended event. The office's new conference room is fully functional now. AARP tax season preparation is beginning and new volunteers are being trained.

Baraboo: Working on infrastructure that auditors have identified. Cash handling and databases have changes. Have extended a job offer to someone who has worked for Community link, its anticipated that they will have a 6th I&A by mid Feb. Exempt employees were explained. They are salaried and work as many hours as it takes to get the work done. Moving forward they will be discussing the affordable care act and how it will affect our clients.

Citizen Comments: none

Next meeting date: February 24, 1017

Other Discussion and Suggested items for Next Agenda: healthcare in the future will potential or suggested changes to the affordable care act affect our consumers. Biennial budget discussion.

Adjourn: Motion by Andrea Lombard, second by Marie Rakow to adjourn the meeting. Meeting adjourned at 11:14a.m.

Respectfully Submitted,
Ingrid Kovars
Administrative Secretary