



**Aging and Disability Resource Center
Approved Meeting Minutes
January 10, 2008**

Members in Attendance: Yvonne Ebben, John Wollner, Dan Witt, Frank Schubert, Dave Ballering, Mary Anne Gruber, Ridge Putnam, Ken Grode, Geraldine Mueller, Elizabeth Tautges

Members Excused: Marilyn Mosher, Rosemary Reichert

Others Present: Donna Siedschlag, Bonne Elias Planner, Pam Rosin, Nancy Leipzig, Dave Willems, Brenda Timm, Mark Morrison

1. Call to Order: The meeting was called to order by Dave Ballering at 4:35pm. Introductions were made and roll call completed.
2. Approval of agenda: A motion was made by Ken Grode to approve the agenda, seconded by Gerry Mueller. Motion carried unanimously.
3. Approval of meeting minutes: A motion was made by Frank Schubert to accept the November 15, 2007 meeting minutes, seconded by Yvonne Ebben. Motion carried unanimously.
4. Public Participation: There were no public comments.
5. Communications: There were no formal communications to report.
6. ADRC Website Presentation: Nancy Leipzig introduced Dave Willems and Brenda Timm from Willems Marketing who presented the work done thus far on the ADRC website. Dave Willems discussed work done thus far with the ADRC in terms of marketing and outreach. Brenda Timm presented the website development process and features of the site. Discussion took place with Advisory Committee members regarding features that were very positive (such as the font size that can be altered, the ease of use in terms of navigating, and the look of the site. Some features to consider adding or altering include a page on the main menu "Who We Are", information on reporting abuse or neglect, volunteer opportunities, annual reports, and Advisory Committee members.
7. 2008 State Contract
 - a. The state contract now defines signage that is required to identify the location of the ADRC both outside of buildings and inside. The Waupaca branch is in the process of procuring signage as needed. Other changes in the contract serve to better define some of the requirements from the 2007 contract.
 - b. Governing Board requirements – the State Budget has further defined the role of ADRC governing boards with language that appears to be much like a private-sector board which may be in conflict with the statutes relating to advisory committees in the public sector. Clarification will be needed on this issue.

8. Items for action or discussion
 - a. Strategic planning
 - i. The session originally discussed for February will be postponed until late summer when we have an evaluation of the statewide ADRC program and our specific ADRC.
 - b. Unmet Needs
 - i. Reviewed list of ideas from the November meeting.
 - ii. It was noted by staff that some of the ideas generated are being implemented including linking website users to state statutes on wills, etc., quarterly forums on Medicare (which relates to some legal questions that people have), expanding the list of private providers in rural areas through LSS Senior Connections.
 - c. Committee Attendance
 - i. Dave Ballering reviewed the ADRC Advisory Committee Bylaws regarding committee attendance – members should not have more than three unexcused absences in a twelve month period. Unexcused means the member did not notify the Chair or designee (which can be Nancy, Bonne, Mary, or Donna).
9. Report of ADRC Branches
 - a. Mary Schlautman – Mark Morrison was introduced as the new Deputy Director of the Calumet County Human Services Department. Calumet County is in the process of hiring a new I & A specialist and planning some office moves. They are also working on their 85.21 transportation grant.
 - b. Bonne Elias Planner – Outagamie County has completed their Aging Plan with rave reviews from the AAA regional office on the Spills and Pills activity. A fourth Disability Benefit Specialist has been hired due the increasing workload in that program, she will be housed primarily in the Outagamie Co. branch. Due to space issues, the I & A specialists are moving to another office but will have an office in the ADRC suite for meetings with consumers and walk-ins. Outagamie Co. is also adding a fourth I & A specialist.
 - c. Donna Siedschlag – Waupaca County also has completed their Aging Plan which includes a component on emergency preparedness. Donna distributed the December Community Care Notes newsletter. The 2008 Resource Directory is ready for distribution.
10. Committee Member Reports: Ken Grode discussed the issues related to volunteer guardians and understanding SSI and other benefits. Ken suggested a training be offered for guardians on SSI.
11. Chair Report – None
12. Set Next Meeting – March 13, 2008 at 4:30 pm.
13. Motion to adjourn was made by Frank Schubert and seconded Yvonne Ebben. Motion approved.

Respectfully Submitted,

Nancy Leipzig,
Recording Secretary

- These are approved minutes.