



**Aging and Disability Resource Center
Meeting Minutes (Draft)
March 13, 2008**

Members Present: Dave Ballering, Ken Grode, Mary Anne Gruber, Elizabeth Tautges, Marilyn Mosher, Frank Schubert, John Wollner, Dan Witt

Members Excused: Yvonne Ebben, Ridge Putnam, Geraldine Mueller

Others Present: Nancy Leipzig, Bonne Elias Planner, Donna Siedschlag, Mark Morrison

1. Roll Call and Introductions – Meeting called to order at 4:32 pm.
2. Approve the agenda – correction to agenda – approval should be of November meeting minutes, not September. Motion to approve revised agenda made by Ken Grode, seconded by Frank Schubert. Motion carried.
3. Approve November meeting minutes – correction on attendance: Elizabeth Tautges was in attendance and Marilyn Mosher was excused. Motion to accept revised minutes made by Dan Witt, seconded by Ken Grode. Motion carried.
4. Public participation – None
5. Communications – Nancy Leipzig conveyed a thank you from Dave Willems and Brenda Timm who presented the work they are doing on the ADRC website at the last meeting. Dave and Brenda wanted to thank the Advisory Committee for their helpful comments and their interest in the project.
6. Items for Action or Discussion
 - A. 2008 Budget and Annual Report (attachment) – Nancy Leipzig – This is the report that was submitted to DHFS from our ADRC in January. Of special note is the work on unmet needs that this committee has undertaken. Frank Schubert commented that we should put this on the website – this is a good time to say that there will be areas where we have unmet needs and share ideas with other ADRCs, Could these reports be posted on the DHFS website so we can see what other ADRCs are doing? On the FAQ for our website, we can show how we have solved some of these unmet needs. Question on the \$84,934 of tax levy budgeted for Administration / AMSO on the annual budget sheet – Nancy will follow up on that indirect expense and report back to the committee at the next meeting.
 - B. Unmet Needs -
 - i. Update on Pro Bono Attorneys – Nancy Leipzig and Frank Schubert – Nancy has met with Don Herrling, Ben Adams and Louie Archambault about our need for pro bono attorneys. Frank,

Donna and Nancy met and discussed some options for including attorneys in our work. Frank reviewed some of the state bar rules regarding pro bono type activities. Frank has translated the POA document to make it easier to read and spaces to sign names. Donna, Frank, Nancy L will meet again to work out the operational details. We can set up the “shell” structure to get this off the ground, but need to get the first workshop up and running and then expand to additional topics. Dan made a motion that the ADRC support the request for state bar co-sponsorship of pro bono project. Seconded by Ken Grode. We could call it the COW Free Legal Advice Project (FLAP). Nancy will distribute the request form for the next meeting. All in favor, motion passed.

- ii. Update on Rural services – Nancy and Bonne distributed Senior Connection In-Home Worker Assistance program. Senior Connections (LSS) does the background checks and maintains a list of individuals who are available to help. Ken suggested that the county volunteer coordinator distribute to guardians.
 - iii. Revisit discussion on faith communities – Shepherd of the Lakes is undertaking the “James Gang” – group of volunteers who want to do handyman services for people in need. Common Grounds group of ministers – John Wollner has a contact. Good Samaritan group in Waupaca is another resource.
- C. Clarification on ADRC Advisory Committee role – Nancy Leipzig reported that the recent document from the state spelling out the role of the ADRC governing boards does refer back to the state statute on county committee structure and thus is not a conflict.
 - D. Advisory Committee Membership update – Rosemary Reichert has resigned her position on the Advisory Committee. Donna is in the process of identifying a replacement to represent the older adult population. John, Marilyn, and Ken have been reappointed to the committee.
 - E. Prevention Grant and related activity – Nancy Leipzig reported that the ADRC will be pursuing a prevention grant from the Community Foundation of the Fox Valley Region this fall. A planning committee with collaborative partners is being pulled together to plan and write the grant.
 - F. Website progress – Nancy Leipzig reported that most of the comments from the Advisory Committee during our last meeting are being incorporated into the website. The lettering on the masthead has been made larger, and we included pages on Who We Are and on Reporting Abuse and Neglect.
 - G. Strategic Planning – This committee decided to set a date for strategic planning this fall after the Market Decisions evaluative report comes out in late summer. Tentative date is September 11th from 3 – 6pm, Nancy Leipzig will contact Dale Feinauer from UW Oshkosh to facilitate.

7. Report of ADRC branch office activities
 - A. Calumet County – Mark Morrison reported that they have identified a need for caregiver support group and a group of individuals from the community and ADRC have been meeting and a date for first meeting is March 25th in Chilton (distributed flyer). Anne Bonde is the newest staff. While the DHFS prevention grant was not approved, we continue to provide workshops on prevention topics.
 - B. Outagamie County – Bonne Elias Planner distributed resource directories and pointed out special pages that feature topics of interest. 10,000 copies were published from New London Buyers Guide. Outagamie Co. ADRC website is kept up to date on advisory committee members, volunteer programs, workshops, etc. Distributed quarterly newsletter. The fourth I & A Specialist, Sue Kinnard, will be starting March 31st.
 - C. Waupaca County – Donna Siedschlag had one staff resignation (transfer within county). They are advertising for his replacement. Newsletter is in print this week. Resource directory is published at no cost by Buyers Guide.
8. Committee member reports – None.
9. Chairman's report – None.
10. Set next meeting dates: May 8, 2008
11. Motion to adjourn meeting – Motion to adjourn made by Marilyn Mosher, seconded by Ken Grode. Motion carried.

Respectfully Submitted,

Nancy Leipzig,
Recording Secretary

*These are unapproved minutes.