

ADRC of Florence County * Governing Board

Minutes of Tuesday, October 18, 2016

Call to Order/ Roll Call. The meeting was called to order following the County Board meeting. Present were: Connie Onsager, Vicki Antonini, Karen Wertanen, Barb Neuens, Betty Bock, Larry Neuens, Sherry Johnson, and Holly Wahlstrom-Stratton. Also attending was Susan Theer. Tina Sonkowsky and Deb Bell were excused.

Approval of agenda. Moved by Johnson, supported by Bock. Carried.

Approval of Minutes of September 28, 2016. Moved by Neuens, supported by Wertanen. Carried.

Approval of Bills - August and September 2016. Moved by Antonini, supported by Onsager. Carried.

Comments from the Public. None

Discussion/Action re: DOT 85.21 Van Specs. ADRC Director Friberg provided information about the WisDot purchasing contract, interior specs, rear vs side lift, and chassis information. Friberg recommended utilizing the bid process. Moved by L Neuens, Supported by Antonini. Carried.

Discussion/Action re: Permission to Advertise for Bids for DOT Van. Moved by Johnson, supported by Bock. Carried. Target date for bid opening is between November 16 and mid-December.

Discussion/Action re: Approval of Casual/Call-in Help Job Description. Moved by Johnson, supported by L Neuens. Carried. Personnel Committee to receive updated Job description (ServSafe, valid driver's license).

Discussion/Action re: tentative interview date for Casual/Call in applicants. Moved by Johnson, second by L Neuens to table to Nov 16. Carried.

Discussion/Action/Recommendation to Personnel re: Budgetary impact of Program Assistant schedule on WRS and insurance cost. Friberg reported that the Program Assistant will be eligible for WRS by October 28. A reduction in hours to 22 will be needed to stay under the ACA requirement of offering health insurance when 1560 hours is reached prior to the 1-year anniversary. Friberg requested the reduction to be delayed to October 31 to allow time for grant year-end data entry to be completed. Moved by Johnson, second by Antonini to reduce the Program Assistant weekly hours to 22 effective October 24th. Carried.

Director's Report: Friberg presented an update on looming deadlines for grant applications for DOT and for OAA programs, the need for a public hearing for the DOT grant, and required grant year-end data entry.

Discussion/Action re: Approval of Out of Town Travel. Friberg emphasized that with the exception of a September 21-23 conference (which she did not attend due to work duties), all training listed is mandatory. Moved by Bock, supported by Wertenan. Carried.

Identification of future agenda items

- DOT 85.21 Annual Grant Application/Public Hearing
- DOT VanBid Opening
- State ADRC Satisfaction Survey Results – Bock
- Interview Date for Casual/Call-in position
- Tipler Nutrition Site update

Next meeting date/time: Wednesday, November 16, 2016, 5:45 pm

Adjournment: Moved by Johnson, supported by L Neuens. Carried.

Lori Friberg, Director

Date Approved