

ADRC of Florence County Governing Board – Meeting Minutes

Wednesday, January 26, 2022

Call to Order & Roll Call

The meeting was called to order by the Chair.

Present: Barb Chiamulera, Janice Gehlhoff, Chad Hedmark, Warren Soderberg, and Susan Theer.

Present (via phone): Connie Onsager

Excused: Cinde Nichols.

Also attending: Tiffany White – ADRC Director

Approval of Agenda

Motion to approve the agenda, Hedmark/Gehlhoff. Carried.

Approval of Minutes of October 18, 2021 public hearing/meeting, December 13, 2021 interview committee meeting, and January 17, 2022 interview committee meeting

Motion to approve minutes of the October 18, 2021, December 13, 2021 and January 17, 2022 meetings, Gehlhoff/Theer. Carried.

Approval of Bills

Motion to approve bills from November, December and January, Hedmark/Chiamulera. Carried.

Advocacy and Comments from the Public

None.

Review Letters of Interest for the At-Large Community Member vacancies – 2 representing adults over 60 and 1 representing adults with physical or intellectual/developmental disabilities (discussion/action)

White reviewed the 3 letters of interest that were received (a 4th letter had been received, but subsequent to that submission, the individual had resumed working for the ADRC and thus is no longer eligible to serve on the Governing Board). Motion to recommend the Florence County Board of Supervisors appoint Ann-Marie Frankini, Richard Holmstrom and Holly Stratton to the at-large community member vacancies, Hedmark/Chiamulera. Carried.

ADRC/OAA Program Staffing

Letter of Resignation – Assistant Cook (last day worked 12/29/21) (discussion/action)

White received a letter of resignation from the Assistant Cook in Florence her last day worked was 12/29/21. Motion to accept the resignation with regret, Hedmark/Chiamulera. Carried.

Letter of Resignation – Casual Call In (discussion/action)

White received a letter of resignation from a casual call in worker, her last day will be 2/2/22. Motion to accept the resignation with regret, Onsager/Gehlhoff. Carried.

Approval to advertise/hire for Casual Call In position(s) (discussion/action)

Motion to proceed to Personnel for approval to advertise/hire for a casual call in positions, Hedmark/Soderberg. Carried.

Updates on open positions

White updated the board that the new Lead I&A Specialist would be starting on January 31st. White also spoke about the Dementia Care Specialist (DCS) position, currently advertised as a part-time position, but better applicants may be received if it was a full-time position. White would like to consider combining DCS with some transportation responsibilities and thereby make it full-time using some transportation funding to supplement the ADRC funding. Consensus of the board was to move forward with a DCS/Transportation combination position.

Adjourn to Closed Session pursuant to;

- WI State Stat. §§ 19.85(1)(c) and (e) Considering employment, promotion, compensation or performance evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility. The purpose of the meeting is discuss employee FML.

Motion to adjourn to closed session, Gehlhoff/Hedmark. Roll call vote was taken and all members present voted Aye.

Reconvene to Open Session to take action, if appropriate, on matter discussed in Closed Session

Motion to reconvene to open session, Gehlhoff/Chiamulera. Roll call vote was taken and all members present voted Aye.

Motion to recommend to Personnel the approval of an unpaid leave of absence for employee who requested FML, if it is required. Hedmark/Onsager. Carried.

Director's Report

White provided the following updates:

- Exploring the possibility of planning an event for seniors to go to a Timber Rattlers game on a weekend. Transportation costs could be paid through the 85.21 program, but donations would be needed to pay for tickets. They would likely need to pay for their own food/etc. White needs to discuss any liability concerns with the County Clerk's office.
- White discussed with the board the customer contacts Florence County had in 2021, particularly in comparison to other, much larger counties. White expressed gratitude for the hard-working ADRC staff in connecting with such a high percentage of the Florence County population.
- White explained that she will be working to ensure the completion of the Civil Rights Compliance Plan for the county. It has historically be a responsibility of the Human Services Director, but White will step in as that department transitions.

- Final Feeding America box will be received on Tuesday, February 2nd.

Board Member Comments and/or Identification of Future Agenda Items

None.

Next Meeting Date/Time

The next ADRC Governing Board meeting was set for March 23, 2022 at 5:30 p.m.

Adjournment

Being that there was no further business to be discussed, motion to adjourn, Soderberg/Onsager. Carried.

Respectfully Submitted,

Tiffany White, Director