



# Florence County Aging and Disability Resource Center

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Allysa Vucenic, ADRC Director  
Tom Brandt, Chairperson

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## **ADRC of Florence County Governing Board – Meeting Minutes**

Wednesday, August 13<sup>th</sup>, 2025

### **1. Call to Order & Roll Call:**

The meeting was called to order by the Chair Tom Brandt at 5:00pm

Present: Tom Brandt, Karen Thompson, Dwaine Drewa, Linda Opsahl, Amanda Yoder, Jan Jonet, Amy Hill, and Lisa Brouillette (Via Phone)

Excused: Richard Holstrom

Absent: Ann-Marie Frankini

Also attending: Allysa Vucenic – ADRC Director, Mary Linda – ADRC Program Assistant, and Tiffany White – ADRC Fiscal Agent

### **Approval of Agenda:**

Motion to approve the agenda, Drewa/Opsahl. Carried.

### **Approval of Minutes of June 18<sup>th</sup>, June 25<sup>th</sup>, July 7<sup>th</sup>:**

Motion to approve minutes of the June 18<sup>th</sup> meeting as well as June 25<sup>th</sup> and July 7<sup>th</sup> Interview Committee meetings. Opsahl/Drewa. Carried.

### **Out of Town Trainings/Travel:**

Vucenic provided Out of County Training Log for review listing July Staff Trainings. Vucenic explained what was discussed at the meetings/trainings.

Thompson/Drewa. Carried.

### **Approval of Bills:**

Vucenic provided disbursement sheets for July and August bills. Thompson inquired what was spent on the Visa bills, Vucenic provided clarification. Vucenic stated will put specific expenditure details for Visa bills on the disbursement sheets moving forward. Opsahl inquired of the numbers on the bills. White provided clarification of the object codes.

Motion to approve July and August Bills. Jonet/Opsahl. Carried.

### **ADRC/OAA Programming and Staffing Updates:**

- Vucenic provided update that recently hired Casual/Call-in as well as Assistant Cook have both started and are doing great in their positions.
- Vucenic explained that several applications for the Part-Time Financial Assistant position have been received.

Two interviews are scheduled for after the ADRC Board meeting on August 13<sup>th</sup>. Another three interviews are being scheduled for August 18<sup>th</sup>. Three board members volunteered to be a part of the Interview Committee for August 18<sup>th</sup>.

**Approval to extend and modify contract with Tiffany White, Fiscal Agent, for additional 6 months:**

Vucenic provided updated contract for White that was previously reviewed with White. White explained the modifications and reasoning. White is able and willing to train the newly hired Financial Assistant. Vucenic noted that this has been budgeted for in the 2026 ADRC Budget. Vucenic explained Personnel would also need to approve the contract extension.

Drewa/Hill. Carried.

**Approval to proceed with 2026 ADRC/Aging Proposed Budget as presented:**

- Vucenic provided detailed 2026 ADRC/Aging Proposed Budget.
- White discussed the budget in detail and answered questions.
- Brandt and Opsahl praised the detailed report and emphasized the importance of also providing the detailed report to the Audit and Budget Board.
- Brandt inquired about the slight C1 increase in budget, although food costs are rising significantly more. White explained that with the Budget, Vucenic tried to be reasonable with the request so to keep the increase in levy request as minimal as possible.

Motion recommend the 2026 ADRC/Aging Budget as presented to Audit and Budget for Approval.

Drewa/Thompson. Carried.

**Advocacy and Comments from the Public:**

None.

**Director's Report:**

- Vucenic discussed how the ADRC continues to be very busy with an increase in calls to the ADRC along with an increase in requests for referrals.
- Vucenic stated that on August 11<sup>th</sup>, the Lt. Governor, Sara Rodriguez, visited the ADRC to discuss the ADRC's programming and continued support for Florence County. Vucenic provided handout showing graph of the State of Wisconsin and increasing aging population of 65 and older – showing that Florence County has and will continue to have the highest percentage of aging population in the state, in which highlights the importance of the ADRC and need for an increase in funding to provide services and resources.
- First Nutrition Advisory Committee meeting of 2025 was held in July and was a successful meeting with great feedback. Will continue to be held quarterly.
- Surveys have been sent out to Congregate and Home Delivered Meal recipients for 2025. Vucenic stated the outreach event at National Night Out was a success and reached many community members to talk about the services provided by the ADRC.
- Vucenic provided handout on the upcoming Scam Presentation for August 27<sup>th</sup> being presented by the Bureau of Consumer Protection Outreach Specialist.
- The Stockbox Program continues to go well. On August 12<sup>th</sup>, the program had a site visit by Feeding America, and will also have a site visit completed in September by DHS.

**Board Member Comments and/or Future Agenda Items:**

- Opsahl inquired when the next Disability and Aging Advocacy Days are. Vucenic to look into this. Brouillette stated that normally they take place in the spring, but emphasized importance of always contacting representatives for advocacy.
- Brouillette inquired about the ADRC transportation services and vehicles used. Discussed the bus as the only transportation that provides wheelchair accessibility. Vucenic stated that other options will continue to be looked at and discussed in the future.
- Drewa inquired about Home Delivered Meal assessments, the process, and eligibility. Vucenic explained the process along with participants being re-assessed on a yearly basis.
- Vucenic to look at ADRC staff presenting on their positions and programs at future ADRC Board meetings.


**Next Meeting Date/Time:**

October 15<sup>th</sup>, 2025 at 5:00pm

**Adjournment:**

The meeting was adjourned by Chair, Brandt, at 5:54pm.

Respectfully Submitted,



*Allysa Vucenic, ADRC Director*