

ADRC of Florence County Governing Board – Meeting Minutes

Thursday, March 13th, 2025 *5:30 pm

Call to Order & Roll Call

The meeting was called to order by the Chair Tom Brandt.

Present: Tom Brandt, Karen Thompson, Rich Holmstrom, Ann-Marie Frankini (Via Phone), Amanda Yoder (Via Phone), Linda Opshal (Via Phone).

Excused: Lisa Brouillette

Absent: Dwain Drewa

Also attending: Mason Balicki – ADRC Director, Ann Price -- HSD Director, Annette Seibold – Health Department Director

Approval of Agenda

Motion to approve the agenda, with amendment to item 11 “Recommend Candidate #1 to Personnel for approval to be hired as ADRC/Aging Director.” Holmstrom/Thompson. Carried.

Approval of Minutes of the February 4th 2025 ADRC Board Meeting

Motion to approve minutes of the February 4th ADRC Board meeting, Frankini/Holmstrom. Carried.

Approval of Bills

Motion to approve January and March Bills. Holmstrom/Thompson. Carried.

Approval of Out of Town Travel

No new travel at this time.

ADRC/OAA Program Staffing Updates

- Balicki Informed the Board that Elizabeth Koski had started as the ADRC’s I&A/DCS and was fitting in wonderfully.
- Balicki Discussed the Florence Kitchen being fully-staffed and operating on a normal schedule again.

ADRC Director Resignation

Motion to accept Director Balicki’s resignation with regret, Holmstrom/Thompson. Carried.

Interim Plans

Balicki discussed interim plans with the Board and thanked Ann Price for helping guide the transition, Annette Seibold for assisting with the transition, and Tiffany White for coming back to do Dept. fiscal work.

Approval to Contract with Tiffany White for Fiscal Work

Motion to approve contracting with tiffany White for fiscal work, Holmstrom/Thompson.
Carried.

Approval to Create a Bookkeeper Position as Described

Balicki and Price discussed the utility of the Bookkeeper position with the Board.
Motion to proceed with creating a bookkeeper position as described, Holmstrom/Thompson.
Carried.

Approval to Recommend Candidate #1 for ADRC Director Position to Personnel

Motion to Recommend Candidate #1 for ADRC Director Position to Personnel,
Thomson/Holmstrom. Carried.

Approval to Separate Some Duties of the Program Assistant Position and Reassign to the Bookkeeper Position

Motion to separate job duties as discussed from program assistant position and reassign to bookkeeper position while keeping scheduled hours the same, Holmstrom/Thompson. Carried.

Advocacy and Comments from the Public

There were no comments from the public.

Director's Report

Topics already covered

Board Member Comments and/or Identification of Future Agenda Items

None at this time

Next Meeting Date/Time

April 16th, 2025 at 5:00pm

Adjournment

The meeting was adjourned by the Chair.

Respectfully Submitted,



Mason Balicki, Director