

ADRC of Florence County Governing Board – Meeting Minutes

Wednesday, April 16th, 2025

Call to Order & Roll Call:

The meeting was called to order by the Chair Tom Brandt at 4:59pm.

Present: Tom Brandt, Karen Thompson, Dwain Drewa, Linda Opsahl, Rich Holmstrom, Ann-Marie Frankini (Via Phone) Lisa Brouillette (Via Phone)

Excused: None

Absent: Amanda Yoder

Also attending: Allysa Vucenic – ADRC Director, Ann Price – ADRC Interim Director, Chad Hedmark – County Chairman, Tiffany White – ADRC Fiscal Agent, Mary Lindow – ADRC Program Assistant, Bobby Taff – ADRC Florence Cook, Cliff Netto – ADRC Benefit Specialist, Linda Taff-ADRC Transportation, and Elizabeth Koski – ADRC I&A/Dementia Care Specialist.

Approval of Agenda:

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

Approval of Minutes of March 12th, 2025 ADRC Board Meeting and March 21st, 2025 ADRC Special Board Meeting:

Motion to approve minutes of the March 12th, 2025 and March 21st, 2025. Thompson/Drewa. Carried.

Introduction of the New ADRC Director to the Board:

Brandt expressed a warm welcome to Vucenic.

Approval of Bills/Budget Report:

- Motion to approve Jan., Feb., Mar., and April bills. Opsahl/Holstrom. Carried.
- Motion to approve budget report. Opsahl/Thompson. Carried.
- **2024 85.21 Annual Financial Report**
White provided update on the 2024 85.21 Annual Financial Report that was due at the end of March. White states money not used in the grant gets rolled into a trust account. No funds were rolled over into the account for the past year. Hedmark inquired about approximate amount presently in trust. White expressed there is approximately \$57,000 in the trust account.
Motion to accept the 2024 85.21 Annual Financial Report as presented.
Holstrom/Opsahl. Carried.
- **85.21 Grant Agreement**
White expressed this has not been received from WisDOT yet. Will be tabled to next ADRC board meeting.

Out of Town Trainings/Travel:

Netto had an out of town meeting today in Minocqua, WI. Price states she provided Vucenic with an out of town training log for staff to complete quarterly if Vucenic chooses to track. Price recommends use of this for fiscal purposes.

No currently known upcoming out of town trainings/travel to approve.

ADRC/OAA Programming and Staffing Updates:

- Price indicated she had received a resignation from the part-time cook in Florence, Isabel Stuhmacher. Motion to accept the resignation with regret, Holstrom/Thompson. Price states the position has already been posted.
- Brandt requested update about the financial and program assistant positions. Price edited the program assistant position to remove fiscal pieces of the role. The fiscal position has been sent to the Clerk's Office for wage review. Once reviewed, the position will be brought to the Personnel and Audit & Budget committees for further approval of new position.

Advocacy and Comments from the Public:

- B. Taff, Florence Cook, provided Board with Meal Site Participant Survey results to review.
- A need for a Nutrition Advisory Committee to be created was discussed.
- Discussion followed on results of the Participant Survey. Opsahl requested a synopsis of the survey results be provided to the board members for further review.
- White clarified the history of the Florence Meal Site not using pepper products during cooking.

Interim Director's Report:

Price expressed appreciation for the opportunity to be the interim director. Price states the Florence Bronco needs a new water pump. Highway Dept. noticed there may be a warranty still on the Bronco, and there was. Koski shared that yesterday the Bronco had been evaluated by the Ford dealership in Quinnesec. It has not been repaired yet. Price was working on canceling the contract the ADRC has with Radio Results network. Price gave the Daily News approval to continue to run the ad for the ADRC.

Board Member Comments and/or Future Agenda Items:

- Drewa expressed appreciation that the pepper issue was resolved and then commented on his experiences as a diner at the Aurora and Florence meal sites. Discussion followed on process of leftovers and to-go containers.

Adjourn to Closed Session pursuant to:

- Wis. State Stat 19.85 (1) c and (e): Considering employment, promotion, compensation or performance evaluation of any public employee over which the governmental board has jurisdiction or exercises responsibility. The purpose of the meeting is to discuss letters of interest for the vacant board positions.

Motion to adjourn to closed session Holstrom/Drewa. Roll call vote was taken and all members present voted Aye. Phone call participation was ended.

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

Motion to reconvene to Open Session Opsahl/Thompson. Roll call vote was taken and all members present voted Aye.

Motion to recommend Candidate #1 and Candidate #3 for the vacant ADRC board positions and if either of them declines, to offer to Candidate #2, by Holmstrom/Thompson. Carried.

Next Meeting Date/Time:

June 18th, 2025 at 5:00pm

Adjournment:

The meeting was adjourned by Brandt at 6:03pm.

Respectfully Submitted,

Allysa Vucenic

Allysa Vucenic, BSW, ADRC Director