

December 5, 2018

**AGING AND DISABILITY RESOURCE CENTER OF  
DOUGLAS COUNTY - ADVISORY COMMITTEE  
Wednesday, December 12, 2018, 4:15 p.m.  
Public Health Conference Room, Government Center Suite 327  
1316 North 14<sup>th</sup> Street, Superior, Wisconsin**

Please call Erika Leif (715-395-7532) or the County Clerk's Office (715-395-1569) if you are unable to attend.

**MEMBERS:** Jan Stevens, Chair   Diane Arnold, Vice Chair   Rosemary Lear  
Kathy Lisdahl   Carol Jones

**A G E N D A**

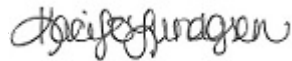
(Committee to maintain a two-hour meeting limit *or* take action to continue meeting beyond that time).

1. Roll call.
2. Approval of minutes from the September 12, 2018, meeting (attached).
3. Action item: Officer election.
4. Informational items:
  - a. Program;
  - b. Budget (attached); and
  - c. Membership.
5. Future agenda items.
6. Adjournment.

cc: Sue Sandvick   Ann Doucette   Shelley Nelson (Telegram)   County Board Supervisors  
Pat Schanen   Erika Leif   Douglas County Website   Dave Longsdorf

NOTE: Attachments to agenda are available in County Clerk's Office for review or copying. Action may be taken on any item listed on the agenda. The County of Douglas complies with the Americans with Disabilities Act of 1990. If you are in need of any accommodation to participate in the public meeting process, please contact the Douglas County Clerk's Office at (715) 395-1341 by 4:00 p.m. on the day prior to the scheduled meeting. Douglas County will attempt to accommodate any request, depending on the amount of notice we received.

Posted: Courthouse, Government Center, Telegram copied.



12-5-18

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

**AGING AND DISABILITY RESOURCE CENTER OF DOUGLAS COUNTY**  
**ADVISORY MEETING**  
**Wednesday, September 12, 2018**  
**Public Health Conference Room, Government Center Suite 327**  
**1316 North 14<sup>th</sup> Street, Superior, Wisconsin**

Meeting was called to order by Chair Jan Stevens.

**ROLL CALL:** Present- Jan Stevens, Diane Arnold, Rosemary Lear, Kathy Lisdahl, Carol Jones (late), Others present- Erika Johnson

**APPROVAL OF MINUTES:** Motion by Lear, second Lisdahl, to approve the minutes from the Wednesday, June 13, 2018 meeting. Motion carried.

**PRESENTATION:** Reviewed power point “Aging and Disability Resource Center of Douglas County Advisory Board Duties and Responsibilities”. Recommendation to include, in addition to the brochure, a quick overview of what the ADRC does.

**ACTION ITEM:**

**Review and amend by-laws:** Health and Human Services Board approved original by-laws and send back to the advisory board for recommended changes. Reviewed the draft recommended changes. Motion by Lear, second by Lisdahl to re-write proposed changes in by-laws and email to members for final comments due by October 31<sup>st</sup>. Motion carried.

**INFORMATIONAL ITEMS:**

**BUDGET:** State is still working on methodology for new allocations. Workgroup in place to provide feedback to the state. Currently under budget. Clarification needed on percentage of budget used. Budget showing 74% of revenues is used although the budget states it is through July 2018.

**HEALTH AND HUMAN SERVICES BOARD REPORT:** Reviewed report. Discussed marketing and outreach efforts. Requested that 2019-2023 Douglas County Transportation Plan be sent via email to members for review.

**CUSTOMER SATISFACTION SURVEY:** Reviewed data from Analytic Insight, contracted agency by the state to gather ADRC customer information. Survey shows positive response.

**MEMEBERSHIP RECRUITMENT:** Johnson is meeting with a potential member this week. Contact information on another potential member provided to Johnson for follow up.

**FUTURE AGENDA ITEMS:** By-laws; board report; officer appointment; membership recruitment.

**ADJOURNMENT:** Motion by Learn, second Arnold, to adjourn. Motion carried. Meeting adjourned at 5:10 p.m.

Submitted by,  
Erika Johnson, ADRC Director

**Douglas County Wisconsin**  
**Department of Health and Human Services**  
**Through October 2018**

<b>ADRC</b>	2017 Budget	2017 Actual	2018 Budget	2018 Actual	
Revenues					
Taxes	-	-	-	-	
Intergovernmental Revenues	(525,000)	(474,232)	(465,000)	(422,818)	90.93%
Fines, Forfeits & Penalties	-	-	-	-	
Public Charges for Services	-	-	-	-	
Intergovt. Charges for Services	-	-	-	-	
Interdepartmental Personnel	-	(35,616)	-	(57,860)	
Miscellaneous Revenues	-	(9)	-	(52)	
Other Financing Sources	-	-	-	-	
Revenues	<u>(525,000)</u>	<u>(509,857)</u>	<u>(465,000)</u>	<u>(480,730)</u>	103.38%
Expenses					
Personnel	360,844	400,795	362,161	367,004	
Contractual Services	10,300	11,007	10,950	10,638	
Supplies & Expense	28,360	24,759	30,510	41,749	
Fixed Charges	19,045	19,044	27,710	23,090	
Grants & Contributions	-	-	-	-	
Capital Outlay	-	-	-	-	
Department Allocation	57,333	47,977	31,163	38,258	
Expenses	<u>475,882</u>	<u>503,582</u>	<u>462,494</u>	<u>480,739</u>	103.95%
Net Cost	<u>(49,118)</u>	<u>(6,275)</u>	<u>(2,506)</u>	<u>9</u>	