

**AGING AND DISABILITY RESOURCE CENTER OF DOUGLAS COUNTY
ADVISORY COMMITTEE
Wednesday, April 24, 2019, 4:30 p.m.,
Public Health Conference Room, Government Center Suite 327
1316 North 14th Street, Superior, Wisconsin**

Meeting called to order by Chair Jan Stevens.

ROLL CALL: Present – Jan Stevens, Diane Arnold, Rosemary Lear, Carol Jones, Shawna Anderson. Absent – Kathy Lisdahl. Others present – Erika Johnson, Joan Finckler, Kaci Lundgren, Committee Clerk.

APPROVAL OF MINUTES: Motion by Jones, second Lear, to approve the minutes from the December 12, 2018, meeting, with the following amendment: Under the program agenda item, replace “Sheriff’s Department” with “Superior Police Department”. Motion carried.

ACTION ITEM:

Officer Election: Current chair is resigning.

ACTION: Motion by Stevens, second Lear, to elect Arnold as Chair, Anderson as Vice Chair, and cast unanimous ballot for both offices. Motion carried.

INFORMATIONAL ITEMS:

Program: Dementia friendly trainings continue to succeed. Two billboards, newsletter and magazine ads and upcoming commercials are all part of the marketing plan.

Customer Satisfaction Surveys: Statewide system is no longer being used; individual ADRCs are using local surveys.

Budget: Finckler, Accounting Supervisor, outlined budget items. Monthly column will be provided in addition to yearly.

By-laws: Some amendments recently approved by Health and Human Services Board; quorum language still needs to be revised.

ACTION (REFERRAL): Motion by Jones, second Lear, to amend Article VI, Section IV, Category B, to read: “Advisory Committee members present constitute a quorum for the transition of business at any meeting of the Committee” and refer to Health and Human Services Board. Motion carried.

Membership Update: Tom Karas, previous Superior Vocations Center Director, interested in appointment to committee.

ACTION (REFERRAL): Motion by Arnold, second Jones, to recommend appointment of Karas and refer to Administrator. Motion carried.

Conflict of Interest Policy – To Sign: Annual policy required by state; no changes. Members signed.

FUTURE AGENDA ITEMS: Advisory training PowerPoint presentation; program update; surveys; by-laws; membership; budget. Next meeting, June 12, 2019.

ADJOURNMENT: Motion by Arnold, second Jones, to adjourn. Motion carried. Meeting adjourned at 5:15 p.m.

Submitted by,

Kaci Jo Lundgren, Committee Clerk