

**AGING AND DISABILITY RESOURCE CENTER OF DOUGLAS COUNTY  
ADVISORY COMMITTEE  
Wednesday, December 11, 2019, 4:15 p.m.,  
Public Health Conference Room, Government Center Suite 327  
1316 North 14<sup>th</sup> Street, Superior, Wisconsin**

Meeting called to order by Chair Diane Arnold.

**ROLL CALL:** Present – Tom Karas, Diane Arnold, Rosemary Lear, Carol Jones. Absent – Shawn Anderson. Others present – Erika Johnson, Kris Westerlund, Kaci Lundgren, Committee Clerk.

**APPROVAL OF MINUTES:** Motion by Lear, second Jones, to approve the minutes from the June 12, 2019, meeting. Motion carried.

**INTRODUCTION OF STAFF:** Kris Westerlund, Disability Specialist/Information and Assistance Specialist with the ADRC, introduced. Westerlund assists with program enrollment, options counseling, public benefits applications, youth in transition, and referrals.

**ACTION ITEM:**

**By-laws update:** No action needed. By-laws awaiting approval by Corporation Counsel.

**INFORMATIONAL ITEMS:**

**Presentation Update – ADRC Advisory Board Duties and Responsibilities:** Included with agenda; services offered were updated and detail under individual areas was added.

**Program:** Included with agenda; Long Term Care Functional Screen numbers are lower than previous years due to more thorough screening of candidates prior to referring.

**Budget:** Distributed; end of year projecting to be under budget. Johnson to verify why personnel funds reflect over budget.

**Customer Satisfaction Surveys:** 51 surveys completed; overall feedback identified as excellent or good.

**Membership Update:** Two vacant positions; Johnson to reach out to North Country Independent Living, YMCA and Veterans Center for recruitment efforts.

**FUTURE AGENDA ITEMS:** By-laws; membership update; staff introduction; officer election; budget; program. Next meeting, March 11, 2020.

**ADJOURNMENT:** Motion by Lear, second Jones, to adjourn. Motion carried. Meeting adjourned at 4:54 p.m.

Submitted by,

Kaci Jo Lundgren, Committee Clerk