

**AGING & DISABILITY RESOURCE CENTER OF THE NORTHWOODS
BOARD OF DIRECTORS
Friday, September 7, 2018 – 12:00 Noon
100 West Keenan Street, Rhinelander, WI 54501**

Members Present: Ackley, Bix, Lemke, Price, Hammer, Gresser, Kressin, Tallier, Tuckwell, Weyers.

Member(s) Absent: Cushing (excused), Dubiak (excused), Pemma (NOTE: There are two vacancies on the Board of Directors.)

Call Meeting to Order: Secretary Bix called the meeting to order at 12:00 Noon. Also present were Terese Poe, Regional Manager, Aging & Disability Resource Center of the Northwoods (ADRC-NW); Melissa McLaughlin, CPA, Wipfli; Joel Gottsacker, Assistant Director, Oneida County Department on Aging.

Public Comment and Introductions: Introductions were made. Board Member Tallier stated that he met with the Executive Committee of the Forest County Potawatomi, and they are very much interested in providing a member for our Board.

Approval of the Agenda: Weyers moved to approve the agenda with eighteen items; Hammer seconded. All Ayes. Motion Carried.

Approval of August 17, 2018 Executive Minutes: Kressin moved to approve the minutes of the August 17, 2018 Board of Directors meeting; Tuckwell seconded. All Ayes. Motion Carried.

Financial Statements July 2018: The June 2018 Revenue/Expense Report was presented. Kressin moved to accept the June 2018 Revenue/Expense Report and place it on file subject to audit. Tuckwell seconded. All Ayes. Motion Carried. Carryover funding of \$135,000 was not included in this report. The July 2018 report was not available due to late reporting from Oneida County and Lac du Flambeau.

Time Reporting – July 2018 & Audit of Payments/Line Item Transfers: These reports were not available due to late reporting from Oneida County and Lac du Flambeau.

It is anticipated that a motion will be made, seconded and approved to enter into Closed Session pursuant to Sec. 19.85 (1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which this body has jurisdiction or responsibility. Specifically to consider current and former employees who have received compensation for pro-rated benefits. Bix moved to go into Closed Session; Hammer seconded. Roll Call: Ackley - Yes, Bix - Yes, Lemke -Yes, Price - Yes, Hammer - Yes, Gresser- Yes, Kressin - Yes, Tallier - Yes, Tuckwell - Yes, Weyers - Yes. Yes – 13; No – 0. **The Board went into Closed Session at 12:05 P.M.**

The Committee will return to Open Session and may take formal action on any matter(s) discussed in Closed Session. Kressin moved to return to Open Session; Price seconded. All Ayes. **The Board returned to Open Session at 12:15 P.M.** After discussion, Kressin moved to pay out the full amount of accrued vacation time to the affected employees but to reword the Employee Handbook to eliminate this issue in the future. Lemke seconded. All Ayes. Motion Carried.

Sub-Committee Report: Recommendations for Restructuring the ADRC-NW After January 1, 2019:

Insurance – The Sub-Committee is recommending that if an employee can obtain credible insurance through a partner or spouse, the ADRC-NW will pay \$500/month as an incentive for the employee to do so. If an employee or partner is eligible for Medicare, the ADRC-NW will pay \$250/month as an incentive to insure with Medicare. Kressin moved to adopt this change to the Employee Handbook; Tuckwell seconded. All Ayes. Motion Carried. **Board Composition** - The new ADRC-NW Board of Directors will have eight members, which means that two more individuals (who are not elected officials) will need to be recruited. These individuals will represent the Older Adult, Developmentally Disabled, and Physically Disabled communities. The Sub-Committee recommended that the total number of Directors be set at nine. Kressin moved to adopt the Sub-Committee’s recommendations regarding Board composition; Price seconded. All Ayes. Motion Carried. **Board Committees** – The Sub-Committee recommended that the new committee structure after January 1, 2019 consist of only two committees, Executive/Personnel and Finance. The Program Evaluation Committee duties would be distributed to the other two committees. Kressin moved to adopt the recommend of the Sub-Committee to have only two committees after January 1; Hammer seconded. All Ayes. Motion Carried. **Election of Officers** – The Sub-Committee is recommending a slate of officers for the new Board to consist of Richard Ackley as Chair, Paula Dubiak as Vice Chair, and Miki Bix as Secretary. Bix moved to adopt the Sub-Committee’s recommendations for the slate of officers after January 1, 2019; Tuckwell seconded. All Ayes. Motion Carried.

Application for New Contract with the State of Wisconsin: The application to the State cannot be completed until the ADRC-NW learns the status of the Lac du Flambeau. The inclusion resolutions, which the county and tribal entities must pass, are also in limbo for the same reason. Proposed Budget for 2019: Poe cannot finalize the 2019 ADRC-NW budget until the status of the various entities is determined.

Proposed Budget for 2019: The budget for 2019 is not completed because of uncertainty regarding which entities will be members of the ADRC-NW after January 1, 2019. We are well within limits for the 2018 budget.

Quote on Moving Server to Crandon: The telephones and Internet has been down in Crandon since Wednesday (September 5) and probably will remain so until next Wednesday (September 12). Poe has not yet received a quote from RMM Solutions regarding moving the server to Crandon; she is also exploring other possibilities.

Handbook Changes: The following changes to the Employee Handbook were proposed by the Sub-Committee: **6.1 Health Insurance.** Within an employee’s first ninety (90) days of employment, all employees who work 30 or more hours per week will be offered a ~~fully compliant~~ health insurance plan at an affordable premium rate. As allowed by applicable State and Federal laws and ADRC-NW budgetary factors, ADRC-NW will evaluate and offer as feasible and appropriate, complimentary benefits. ~~such as Health Reimbursement Arrangements (HRAs) and/or Health Savings Accounts (HSAs) to all eligible employees. Pending the finalization of regulations and full implementation of Healthcare Reform, offered health insurance benefits may change from time to time.~~ ADDED PORTION: Employees who elect **not** to take the ADRC-NW insurance plan, and instead go with credible coverage from a spouse or partner, will receive an incentive of \$500/month after showing proof of coverage. Employees who are eligible for, or have a spouse or partner eligible for, Medicare, and who elect to take Medicare instead of the insurance offered by the ADRC-NW, will receive \$250/month as an incentive.

~~**6.5 Health Care Reform.** The ADRC-NW will keep you informed about any important future and developing provisions of the Health Care Reform legislation that affect our offered benefits. For an explanation of health coverage options available to you under the Affordable Care Act, please refer online to www.Healthcare.gov. Bix moved to incorporate these changes to the insurance section of the Employee Handbook; Tuckwell seconded. All Ayes. Motion Carried.~~

Regional Manager Report: 1) Waitlist for Vilas County is 73 with 8 pending screens. Taylor County has 29 on its waitlist with four pending screens. Forest County has 37 on its waitlist and 2 pending screens. Oneida has 84 on its waitlist with 30 pending. 2) The preliminary audit is complete. 3) Tammi Veal started on September 4 as the new Disability Benefit Specialist in Taylor County. 4) Alyson Wagoner's last day as administrative assistant is today, September 7. 4) Lac du Flambeau has not replaced their I & A Specialist, but Laura Rozga from Vilas is going there once a week to provide services, and that seems to be working out well. 5) Oneida County's application for an integrated Aging/ADRC has been approved by the State. 6) Dave Krug has resigned from the Taylor County Board.

Letters & Communications: There were none.

Future Agenda Items: As needed.

Adjournment: The next monthly meeting of the ADRC-NW Board of Directors will be Thursday, October 11, 2018. The Sub-Committee on Reorganization will meet on Friday, September 21 at the Human Services Center in Rhinelander. With no further business, Hammer moved to adjourn; Kressin seconded. All Ayes. The meeting was adjourned at 12:46 P.M.

Handouts: Minutes of the August 17, 2018 ADRC-NW Board of Directors meeting; minutes of the August 30, 2018 Sub-Committee on Reorganization meeting; June 2018 Revenue/Expense Report; proposed Employee Handbook changes regarding insurance.