

**AGING AND DISABILITY RESOURCE CENTER OF WAUKESHA COUNTY
ADVISORY BOARD
Meeting Minutes**

**Meeting Date/Time: November 3, 2016 9:30 a.m.
Location: Human Services Center
514 Riverview Ave, Room 273
Waukesha WI 53188**

Committee Members:

<u>X</u> Berthelsen, Judie	<u>A</u> Howard, Christine
<u>X</u> Carriveau, Pat	<u>A</u> Johnson, Monty
<u>X</u> Cizel, Maria	<u>X</u> LaMountain, Paulette
<u>X</u> Franklin, Robert E.	<u>A</u> Ludka, Elaine
<u>X</u> Friedrich, Carla	<u>EA</u> Schweda, Susan
<u>X</u> Gamez, Margaret	<u>X</u> Zaborowski, Bill
<u>X</u> Heberling, Sandie	

X = Present A = Absent EA = Excused Absence

Additional Attendees:

<u>X</u> Smith, Mary	<u>X</u> Roskopf, Kurt
<u>X</u> Smith, Sue	

Call to Order:

The meeting was called to order at 9:30 am by Chairman B. Zaborowski.

Public Comments

- Citizen Kurt Roskopf introduced himself to the Board. He is a member of the Wisconsin Counsel on Physical Disabilities. He provided the Board with information on a meeting that will be held on December 3, 2016 at MATC. Transportation Equity Summit is a statewide transportation initiative. The meeting runs from 9:00-5:00.

Approval of October 6, 2016 meeting minutes

Chairman B. Zaborowski called for approval of the meeting minutes of October 6, 2016. R. E. Franklin moved to approve the minutes; J. Berthelsen seconded the motion. All in attendance approved. Motion carried.

Educational Segment: Adaptive Community Approach Program (ACAP) – ACAP Community Guide, Lisa Bucheger and guests Chelsea & Jennifer

Lisa Bucheger provided Board members with information on ACAP and the numerous programs available to participants. This incredible resource affords people with physical and developmental disabilities inclusion and socialization through the arts, community service, adaptive recreation, advocacy and education.

Review and Approve 2017 Aging Unit Plan Budget - Mary Smith

M. Smith provided the Board with handouts of the 2017 Aging Unit Plan Budget. M. Smith supplied detailed information on all ADRC programs that receive Federal money. She reminded Board members that this budget is separate from the ADRC County Budget. This document is provided to GWAAR and details how the ADRC allocates these funds.

Chairman B. Zaborowski called for a motion to approve the 2017 Aging Unit Plan Budget to be submitted to GWAAR. P. Carriveau moved to approve; C. Friedrich seconded the motion. All in attendance approved. Motion carried.

ADRC Manager/Coordinator Report – M. Smith

- The ADRC is in the process of finalizing our Business Plan. It will be shared at the January meeting.
- We will also be sharing the results of the customer surveys that were done by the state.
- Interviews are being conducted for the Coordinator's position.
- All positions are filled. We are looking to add one more contracted position through Lutheran Social Services.
- Functional Screen testing and AIRS Certification have been completed. It was a very stressful year for staff.
- Typically, we have a short holiday celebration at the December meeting. We will start at 9:00; the meeting will start at 9:30

ADRC Consumer Concerns – M. Smith

No Report

Health and Human Services Committee Report – C. Howard

No Report

Finance Committee Report – B. Zaborowski

- Finance committee budget review is completed. The Committee has approved the budget. It will go before the full Board next week for approval.

Other Business/Updates – All

- The ADRC will be holding an Open House on Wednesday November 9. Former Wisconsin Governor Martin Schreiber will be the key-note speaker. He will be sharing his journey as a caregiver for his wife.
- P. Carriveau shared a copy of the Freeman's Fall Health & Wellness guide that she received in the newspaper. The ADRC has a full-page, back cover ad.
- Guest Kurt Roskopf provided more information on the December 3rd Transportation Equity Summit. The cost is \$10.00; however, vouchers are available for those unable to pay. If you have any questions, contact Cassie at 608-256-0565.

Adjournment:

B. Zaborowski called for a motion to adjourn the meeting. R. E. Franklin moved to adjourn; M. Gamez seconded the motion. All in attendance approved. Motion is carried.

Next Meeting: December 1, 2016

Health & Human Services Center, Board Room 271

514 Riverview Avenue

Waukesha WI 53188

Approved _____ Date _____

Recorded and Submitted by Sue Smith