

1 **AGING AND DISABILITY RESOURCE CENTER BOARD**

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3
4 Public Agency Center
5 West Bend, WI

July 15, 2010
10:30 a.m.

6
7 **PRESENT:** Melvin Ewert, Daniel Goetz, Bette Koch, Lori Lori Luetschwager, Joan Russell, and
8 Sandy Zopf. Excused: William Meyers and Alan Peters.

9
10 **ALSO PRESENT:** ADRC Director Linda Olson

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12 Chairperson Russell called the meeting to order at 10:30 a.m. and read the Affidavit of Posting.

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14 **MINUTES**

15 Moved by Mr. Goetz, second by Mr. Ewert to approve the June 25, 2010, minutes as presented.
16 Motion carried.

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18 **COMPLETION OF ADRC PHYSICAL PLANT SURVEY**

19 The ADRC Board reviewed the survey question by question and provided comments. Ms. Olson will
20 compile the results for distribution to the Board prior to submittal of the survey to the State.

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22 **SUBMITTAL OF SURVEY**

23 The ADRC Board agreed that the survey results should be reviewed once more before forwarding them
24 on to the State. The results will be mailed with the agenda for the July 29, 2010, meeting for final action
25 at that meeting.

26
27 **LIMITED TERM EMPLOYEE POSITION ADDED TO ADRC STAFFING PLAN**

28 A discussion was held as to the need for a Limited Term Employee classification to be added to the
29 ADRC staffing plan. The ADRC needs additional assistance for the Medicare Part D open enrollment
30 period and the reassessment of Home Delivered Meal clients. The total cost per year for this position will
31 be \$13,138. This position is not eligible for retirement or health insurance because the hours are less than
32 600 per year. Outsourcing is not an option, since it would cost almost twice as much to contract for this
33 position than it would be to hire directly.

34
35 Moved Mr. Ewert, second Ms. Luetschwager to approve the request for a Limited Term Employee at the
36 ADRC, and forward to the Administrative Services and the Finance Committees. Motion carried.

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38 **DESIGNATION OF FUTURE MEETING**

39 The next meetings of the ADRC Board will tentatively be held on Thursday, July 29, 2010, at 10
40 a.m., and August 16, 2010, 1:00 p.m., for budget reviews of the ADRC and Veterans Service
41 Office.

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43 **ADJOURNMENT**

44 Moved by Mr. Goetz, seconded by Mr. Ewert to adjourn the meeting at 11:30 a.m. Motion carried.
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46

47 Respectfully submitted,
48 Linda Olson
49 Director ADRC
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