

## **AGING & DISABILITY RESOURCE CENTER BOARD**

Public Agency Center  
West Bend, WI

December 15, 2009  
10:00 a.m.

**PRESENT:** Alan Peters, Lori Luetschwager, William Meyers, Bette Koch, Sandy Zopf, Charlene Brady, Melvin Ewert, (arrived at 10:04 a.m.), Joan Russell (arrived at 10:04 a.m.)

Also Present: Linda Olson, Mary Lemke, Janel Hetzel, and Sara Edwards.

### **CALL TO ORDER**

Chairperson Brady called the meeting to order at 10:00 a.m. and read the Affidavit of Posting.

### **MINUTES**

A correction was noted on Page 1, Line 4: change to **Senior Center**, Page 1, Line 5: change to **12:30 p.m.**, and Page 1, Line 8: change to **Luetschwager**. Moved by Mr. Meyers, second Mr. Peters to approve the October 19, 2009, minutes as corrected. Motion carried.

Ms. Olson introduced Sara Edwards, the new Information and Assistance Specialist.

Ms. Russell and Mr. Ewert arrived at 10:04 a.m.

### **REQUEST FOR OUTLAY TRANSFER**

Moved by Ms. Zopf, seconded by Ms. Koch to approve the request for an Outlay transfer of \$995.00 from the travel account, and forward to the Finance Committee. Motion carried.

### **ADRC REPORT**

Ms. Olson updated the committee on the Aging, Disability & Resource Center activities.

### **APPEAL & GRIEVANCE PROCEDURE**

Ms. Hetzel distributed the new brochure for Client Rights, and went through the ADRC Client Rights and Complaint/Grievance Procedure for clients.

Moved by Ms. Koch, seconded by Ms. Russell to approve the ADRC Client Rights and Complaint/Grievance Procedure brochure as presented. Motion carried.

### **REPORT ON REQUEST FROM SCARLETT SPAGNA**

Ms. Olson updated the committee on the Scarlett Spagna case, including a Temporary Restraining Order, and court appeal. Ms. Olson also read a letter from Brad Stern of the County Attorney's office regarding this matter.

Moved by Mr. Meyers, seconded by Ms. Luetschwager to accept Ms. Olson's ADRC report as presented. Motion carried.

Moved by Mr. Meyers, seconded by Ms. Zopf to acknowledge receipt of Brad Stern's letter regarding Scarlett Spagna. Motion carried.

**DESIGNATION OF FUTURE MEETING DATES**

The next meeting of the Aging & Disability Resource Center Board will tentatively be held on Thursday, January 21, 2010. The following meetings will be tentatively scheduled every third Thursday of the month, February 18, 2010, and March 18, 2010, at the Public Agency Center.

**ADJOURNMENT**

Moved by Mr. Peters, seconded Ms. Luetschwager to adjourn at 10:38 a.m. Motion carried.

Brenda J. Jaszewski, County Clerk