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**WASHINGTON COUNTY
AGING AND DISABILITY RESOURCE CENTER BOARD**

Public Agency Center
West Bend, WI

January 17, 2013
1:00 p.m.

PRESENT: Donald Kriefall, Daniel Goetz, Bette Koch, Alan Peters, Sandy Zopf, Lori Luetschwager, and Robert Milich. Absent: Rick Gundrum.

ALSO PRESENT: ADRC Director Linda Olson, Supervisor Janel Hetzel, and County Clerk Assistant Timmerly Tamborino.

Vice-Chairperson Kriefall called the meeting to order at 1:00 p.m. and read the Affidavit of Posting.

APPROVAL OF MINUTES

Moved by Mr. Milich, seconded by Mr. Peters to approve the minutes of November 29, 2012, as presented. Motion carried.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION:

- **Report on Medicaid and Long Term Care Programs – Jane Hetzel, ADRC**
Ms. Hetzel gave an overview of the Medicaid and Long Term Care Programs in Washington County.
- **Update on ADRC Satellite Offices**
Ms. Olson reported the ADRC Satellite office in Germantown will be closing April 30, 2013, due to the current owner's business expansion. ADRC is looking into moving this satellite office to Hartford, while keeping a presence in Germantown using the Senior Center and Germantown Library. United Way received a grant to lease space for a Community Resource Center in Hartford allowing space for ADRC, Family Center, Human Services, Veteran's office and more. Ms. Olson reported she is meeting with the United Way representative, County Attorney Kim Nass, and Administrative Coordinator Doug Johnson to discuss this issue further.
- **Internal Audit Procedure Changes for ADRC**
Ms. Olson discussed the internal audit procedure changes occurring in the ADRC office as recommended by the Finance department.
- **Approval of 2012 Year-End Transfers**
None.
- **Approval of 2012 Non-Lapse Requests**
Moved by Ms. Zopf, seconded by Mr. Milich to approve non-lapsing the balance of the 2012 Elderly Benefit Specialist SHIP account and the balance of the 2012 ADRC Senior Conference account in the ADRC budget to 2013. Motion carried.

1 **DESIGNATION OF FUTURE MEETING DATES**

2 The ADRC Board will tentatively meet on Thursday, February 21, 2013, at 1:00 p.m., and
3 Thursday, March 21, 2013, at 1:00 p.m.

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5 **ADJOURNMENT**

6 Moved by Mr. Goetz, seconded by Ms. Koch to adjourn the meeting at 2:10 p.m. Motion
7 carried.

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Brenda J. Jaszewski, County Clerk