

**AGING AND DISABILITY RESOURCE CENTER OF DOUGLAS COUNTY  
ADVISORY COMMITTEE**

**Wednesday, June 12, 2019, 4:15 p.m.,  
Public Health Conference Room, Government Center Suite 327  
1316 North 14<sup>th</sup> Street, Superior, Wisconsin**

Meeting called to order by Chair Diane Arnold.

**ROLL CALL:** Present – Tom Karas, Diane Arnold, Rosemary Lear, Carol Jones, Shawna Anderson (arrived at 4:20 p.m.). Others present – Erika Johnson, Chelsea Thompson, Joan Finckler, Kaci Lundgren, Committee Clerk.

**INTRODUCTION OF NEW MEMBERS:** Tom Karas, former Coordinator of Client Services at Superior Vocations Center, introduced.

**APPROVAL OF MINUTES:** Motion by Lear, second Jones, to approve the minutes from the April 24, 2019, meeting, with the following amendment: Under the membership update item, add “Program” in front of the title “Director”. Motion carried.

**INTRODUCTION OF STAFF/ROLE:** Chelsea Thompson, Information and Assistance Specialist with the ADRC, introduced. Thompson handles functional screens, coordinates Alzheimer’s Caregivers Support Group, and is the dementia lead with the caregiver coalition.

**PRESENTATION:**

**ADRC Advisory Board Duties and Responsibilities:** Johnson presented. Duties of advisory committee members and process the ADRC uses when assisting citizens reviewed. It was suggested to include a PowerPoint slide listing the services the ADRC offers in-house and services the ADRC gives referrals for.

**INFORMATIONAL ITEMS:**

**Program:** Included with agenda; addressing 2 recent complaints.

**Budget:** Finckler, Accounting Supervisor, presented new format of budget report. Historically, department has extra contracted funds at end of year to roll-over.

**By-laws:** Changes approved by Health and Human Services Board with review by Corporation Counsel.

**Membership Update:** Jan Stevens is resigning and a replacement will be made. 2 vacant positions still exist.

**FUTURE AGENDA ITEMS:** By-laws; membership update; quality assurance; new staff; ADRC in-house services and referred services. Next meeting, September 11, 2019.

**ADJOURNMENT:** Motion by Jones, second Lear, to adjourn. Motion carried. Meeting adjourned at 5:12 p.m.

Submitted by,  
Kaci Jo Lundgren, Committee Clerk