

**AGING & DISABILITY RESOURCE CENTER OF THE NORTHWOODS
EXECUTIVE/PERSONNEL COMMITTEE
Friday, May 6, 2016 – 9:00 A.M.
100 West Keenan Street, Rhinelander, WI 54501**

Members Present: Bix, Millan, Troyk (appointed to establish a quorum)

Member(s) Absent: Cushing (excused), Tuckwell (excused) (NOTE: There is one vacancy on this Committee.)

Call Meeting to Order: Chair Millan called the meeting to order at 9:07 A.M. Also present were Janell Schroeder, Regional Manager, Aging & Disability Resource Center of the Northwoods (ADRC-NW), and Dave Krug, Board Member, ADRC-NW.

Public Comment & Introductions: There were none.

Approval of Agenda: Bix moved to approve the agenda with twelve items; Millan seconded. All Ayes. Motion Carried.

Approval of April 8, 2016 Minutes: Millan moved to approve the minutes of the April 8, 2016 meeting of the Aging & Disability Resource Center of the Northwoods Executive/Personnel Committee; Bix seconded. All Ayes. Motion Carried.

Tribal/County Offices Update: The telephones at the Potawatomi Satellite office are now working. Schroeder and ADRC Specialist Jensen met with the Sokaogon Chippewa Tribal Administrator and the Sokaogon Chippewa Aging Director. The tribe wants an ADRC staff member at their facility eight hours per week. They will provide an office for that staff member, possibly in the Health Center. They also want the ADRC-NW to do a presentation to tribal members on what services are available to them. Schroeder reported that Nathanael Brown, Taylor County Aging Director, stated he will pursue taking over the ADRC-NW staff in Taylor County.

Closed Session: It is anticipated that a motion will be made, seconded, and approved to enter into Closed Session pursuant to Sec. 19.85(1)(c), WI State Statutes, considering employment, promotion, compensation or performance evaluation data of any public employee over which the body has jurisdiction or responsibility – Regional Manager

Performance Evaluation: Bix moved to go into Closed Session; Millan seconded. ROLL CALL: Bix – Yes; Millan – Yes; Troyk – Yes. Yes – 3; No – 0; Absent – 2. **The Committee went into Closed Session at 9:31 A.M.** Also present were Janell Schroeder and Dave Krug.

Open Session: The Committee will return to Open Session and may ratify any matter(s) discussed in Closed Session: Bix moved to return to Open Session; Troyk seconded. All Ayes. **The Committee returned to Open Session at 10:21 A.M.** No Action Taken.

Preparation for State ADRC Stakeholder Call: The material for the stakeholder call was distributed to Committee Members. Because of time constraints, it was decided to discuss this matter more fully at the Board of Directors meeting.

Letters & Communications: A thank you note was received from the Taylor County Commission on Aging for our donation to the Taylor County Volunteer Recognition Banquet.

Other Business: A letter of resignation was received from the Sokaogon Chippewa representative, Pete McGeshick. Bix moved to recommend to the full Board of Directors that it accept the resignation of Pete McGeshick; Millan seconded. All Ayes. Motion Carried.

Future Agenda Items: Salary Structure

Confirm Next Meeting Date, Time & Place: The next meeting of the Aging & Disability Resource Center of the Northwoods Executive/Personnel Committee will be Friday, June 10, 2016 at 10:00 A.M. It will be in Rhinelander.

Adjournment: With no further business, Bix moved to adjourn; Millan seconded. All Ayes. **The meeting was adjourned at 10:29 A.M.**

Handouts: Minutes of the April 8, 2016 Aging & Disability Resource Center of the Northwoods Executive/Personnel Committee meeting; Regional Manager Evaluation – April 2016; Monetary Impact October 2016 – April 2016; ADRC Regional Manager Salary Survey April 2016; ADRC Governing Board Report Discussion Questions for Stakeholders.