

**AGING & DISABILITY RESOURCE CENTER OF THE NORTHWOODS
EXECUTIVE/PERSONNEL COMMITTEE
Friday, March 3, 2017 – 10:00 A.M.
100 West Keenan Street, Rhinelander, WI 54501**

Members Present: Bix, Millan, Tuckwell

Members Absent: Cushing (excused). (NOTE: There is one vacancy on the Executive/Personnel Committee.)

Call Meeting to Order: Chair Millan called the meeting to order at 10:00 A.M. Also present were Janell Schroeder, Regional Manager, Aging & Disability Resource Center of the Northwoods (ADRC-NW); Dianne Jacobson, Director, Oneida County Department on Aging (left at 10:19 A.M.); David Krug, ADRC-NW Board Member (joined the meeting at 10:27 A.M.).

Public Comment & Introductions: There were none.

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

Approval of the Minutes of the January 6, 2017 Executive/Personnel Minutes: Tuckwell moved to approve the minutes of the January 6, 2017 Executive/Personnel meeting; Millan seconded. All Ayes. Motion Carried.

Discussion of EBS Position: There is nothing to report at this time.

Jacobson left at this point.

It is anticipated that a motion will be made, seconded and approved to enter into Closed Session pursuant to Sec. 19.85 (1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which this body has jurisdiction or responsibility. Specifically, the Committee will consider an anomaly that has arisen with respect to the administration, and the ADRC's payment for, PTO benefits on the part of a county employee that performs services for the ADRC. Bix moved to go into Closed Session; Tuckwell seconded. Roll Call: Bix – Yes; Millan – Yes; Tuckwell – Yes. Yes – 3; No – 0; Absent – 1. The Committee went into Closed Session at 10:04 A.M.

The Committee will return to Open Session and may take formal action on any matter(s) discussed in Closed Session including, without limitation, the ADRC's position on the PTO issue. Bix moved to return to Open Session; Tuckwell seconded. All Ayes. The Committee returned to Open Session at 10:19 A.M.

No Action Taken.

It is anticipated that a motion will be made, seconded, and approved to enter into Closed Session pursuant to Sec. 19.85 (1)(c) deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a Closed Session. Specially, under the (1)(g) exception, the Board will

discuss a Notice of Claim it recently received as well as the legal action that the ADRC-NW Board may be involved in as a result of the Notice of Claim. Tuckwell moved to go into Closed Session; Millan seconded. Roll Call: Bix – Bix left the meeting at this point. Millan – Yes; Tuckwell – Yes. Yes – 2; No – 0; Absent – 2. The Committee went into Closed Session at 10:19 A.M.

The Committee will return to Open Session and may take formal action on any matter(s) discussed in Closed Session including, without limitation, the ADRC's position on the Notice of Claim. Millan moved to return to Open Session; Tuckwell seconded. All Ayes. The Committee returned to Open Session at 10:26 A.M. Bix returned.

Millan moved to recommend to the Board of Directors that it formally deny the claim; Tuckwell seconded. All Ayes. Motion Carried. (NOTE: Bix did not participate in this vote.)

Krug joined the meeting at this point.

ADRC Cash Flow Recommendations: Because the State of Wisconsin no longer allows pre-payments, the ADRC-NW does not have the cash on hand to handle payments at the beginning of the year. This situation resolves itself in March-April when State payments start coming to the ADRC-NW. In the past, Oneida County advanced the ADRC-NW the money to allow all payments to be made in a timely manner; when the money from the State came into the ADRC-NW accounts, Oneida County was reimbursed. Since Oneida County submitted notice that they are quitting as our Fiscal Agent, they will not be advancing money after 2017. The question now is: What should the ADRC-NW do to obtain the necessary funds to pay all bills during the first quarter of the year? We could borrow the money from a bank, but that would involve paying interest. Another option is to follow the example of the Oneida and Vilas Counties Transit Commission which went to its county members and asked them for operating money. If the ADRC-NW followed this example, each county would be asked to contribute approximately \$75,000. Millan stated that Forest County is willing to advance their share, and Krug stated that he talked with the Taylor County Finance Director who felt Taylor County would be willing to follow suit. Further work needs to be done on this issue. No Action Taken.

Future Agenda Items: As Needed.

Confirm Next Meeting Date, Time & Place: The next meeting of the Aging & Disability Resource Center of the Northwoods Executive/Personnel Committee will be Friday, April 7, 2017 in Rhinelander at a time to be determined.

Adjournment: With no further business, Bix moved to adjourn; Tuckwell seconded. All Ayes. The meeting was adjourned at 10:37 A.M.

Handouts: Minutes of the January 6, 2017 Executive/Personnel Committee meeting.