

## AGENDA

Eau Claire County  
Aging & Disability Resource Center Board  
Monday, March 20, 2023, at 4:00 pm  
721 Oxford Ave  
Room 1301/1302  
Eau Claire Wi, 54701

Those wishing to make public comments must submit their name and address no later than 30 minutes prior to the meeting to [brianna.werner@eauclairecounty.gov](mailto:brianna.werner@eauclairecounty.gov) Comments are limited to 3 minutes; you will be called on during the public section of the meeting. Written comments will also be accepted and should be submitted to [brianna.werner@eauclairecounty.gov](mailto:brianna.werner@eauclairecounty.gov)

### Public Access:

1-415-655-0001 US Toll, Access Code: 2594 179 0097

1. Welcome & Call to Order
2. Introductions
3. Confirmation of meeting notice
4. Public Comment
5. Review of February 20, 2023, ADRC Board Minutes / Discussion – Action Handout #1
6. Creating 1.0 (FTE) Nutrition Program Cook position/ Discussion-Action Handout #2
7. 2022 Financial Update- Handout # 3
8. ADRC Citizen Board Discussion-Action Handout #4
9. Nutrition Updates
10. Personnel Update
11. ILSG Grant Update
12. Advocacy/Advisory committee updates
13. Future Agenda Items
14. Adjourn

Prepared by Brianna Werner

PLEASE NOTE: Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through sign language, interpreters, remote access, or other auxiliary aids. Contact the clerk of the committee or Administration for assistance (715-839-5106). For additional information on ADA requests, contact the County ADA Coordinator at 839-6945, (FAX) 839-1669 or 839-4735, TTY: use Relay (711) or by writing to the ADA Coordinator, Human Resources, Eau Claire County Courthouse, 721 Oxford Avenue, Eau Claire, WI 54703.

Eau Claire County Aging & Disability Resource Center Board  
Monday, February 20, 2023, 4:00 pm  
Room 1301/1302

Chair Stella Pagonis called the meeting to order at 4:02pm.

Roll Call/Members Present: Stella Pagonis, Allen Myren, Amanda Babb, Heather Deluka, Jean Doty, Tami Schraufnagel, Sue Miller

Others Present: Linda Struck, Brianna Werner, Kelli Weiss, Kayla Gardner Nurse Practitioner student.

Confirmation of meeting notice- yes.

Public Comment- none

Review January 23, ADRC Board Minutes- Sue moves to approve. All in favor, none opposed. Minutes approved as presented.

2022-2023 Financial Discussion –Discussion on 2022 financials, recap use of ARPA funding. Discussion of nutrition program costs, estimate of food cost for 2023 was too low. Food costs have increased significantly. 2024 budget will require use of ADRC designated fund balance or increase tax levy.

2022 Year End Performance Management- Handout #2- Discussion about performance numbers, increase in many areas, transportation rides have not reached 2019 numbers.

ADRC Citizen Board Discussion-Action Handout #3- Four applicants. Board has two citizen member vacancies, one now and one in April. Motion to appoint Terri Stanley to fill current opening and William Libberton to fill opening in April. Allen Myren moves- all in favor, none opposed. Motion Passes.

Disability Advocacy Day – Handout # 4- March 23<sup>rd</sup>. Registration is open.

Aging Advocacy Day- May 9<sup>th</sup>, registration is not available yet, Patricia Germain- chair of Chippewa Valley advocacy group will obtain a vehicle if anyone wants to go. Jean Doty is planning on attending. There will be ADRC staff that will also attend.

ILSG Update- Independent Living Support Grant- pilot project between Dunn, Eau Claire, and Chippewa Counties. Dunn County is the lead/hiring agency for the program. Program is for individuals who don't meet qualifications for LTC programs. No update on if grant was received. Awards will be made by end of the month.

Nutrition Update- March for meals fundraiser coming up, gives individuals and companies opportunities to sponsor a route by donation. Moving to kitchen will be delayed to April or May due to electrical parts being delayed. Meals on Wheels workload has increased, meals have increased 50% since 2019. 123,000 meals were made in 2022. Discussion on adding FTE. Item is on HR committee meeting agenda for Friday. Finance and Budget meeting is on March 9<sup>th</sup> item will be on agenda. March 20 is next ADRC board meeting will be formal agenda item. Then will go to county board, meeting is on March 21.

Personnel Update- One RS II position open. Promoted Barb McRae into options counselor. Discussion on platforms jobs are advertised on.

Advocacy/Advisory committee updates- Remember to vote tomorrow.

Future agenda items- Nutrition FTE, ILSG, 2022 financials, Citizen member

Stella adjourned meeting at 5:25 p.m.

Next meeting date, March 20, 2023, at 4:00pm

Respectfully Submitted,

Brianna Werner

Aging & Disability Resource Center Board

## FACT SHEET TO

FILE NO. 22-23/092

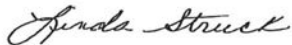
This resolution creates an additional Nutrition Program Cook at the ADRC department based on the workforce assessment done by management. The cook is responsible for daily food preparation and packaging for the Meals on Wheels Program and the Senior Dining Program.

In 2022 3.6 FTEs cooked 123,154 meals. This is a 50% increase from what we did in 2019 and although this program relies heavily on volunteers; the overall operations of getting food to table relies on paid Eau Claire County staff.

## Fiscal Impact (Step 5)

	Without Health Insurance	With Health Insurance	Funding source
2023 (April-December)	\$35,241	\$55,908	ADRC Fund Balance
2024	\$47,692	\$75,663	Tax Levy

Respectfully Submitted,



Linda Struck  
ADRC Director

1 Enrolled No.

RESOLUTION

File No. 22-23/092

2  
3 CREATING 1.0 (FTE) NUTRITION PROGRAM COOK POSITION IN THE EAU CLAIRE  
4 COUNTY AGING AND DISABILITY RESOURCE CENTER (ADRC)

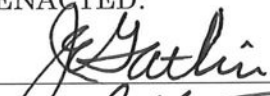


5  
6 WHEREAS, the workforce assessment done by ADRC management as part of long range  
7 and strategic plans as well as organizational structure identified a need for this position; and


8  
9 WHEREAS, with 3.6 FTEs, the ADRC Meals on Wheels program served 123,154 meals  
10 in 2022, which was a 50% increase from 2019; and

11  
12 WHEREAS, the cooks are responsible for daily food preparation and packaging for the  
13 Meals on Wheels Program and the Senior Dining Program. This food preparation will be  
14 completed at the new kitchen facility co-located at the Highway Department.

15  
16 NOW THEREFORE BE IT RESOLVED that the Eau Claire County Board of  
17 Supervisors hereby approves the creation of 1.0 (FTE) Nutrition Program Cook Position in the  
18 Aging and Disability Resource Center effective April 1, 2023.

19 ENACTED:

20  
21   
22 \_\_\_\_\_  
23   
24 \_\_\_\_\_  
25   
26 \_\_\_\_\_  
27 Katherine Schneider (SK)  
28 \_\_\_\_\_  
29 \_\_\_\_\_

\_\_\_\_\_   
\_\_\_\_\_

30  
31 Human Resources Committee



\_\_\_\_\_ Aging and Disability Resource Center Board


32  
33 Dated this 24 day of February, 2023.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

34  
35 Vote: 4 Aye 0 Nay

Vote: \_\_\_\_\_ Aye \_\_\_\_\_ Nay

36  
37   
38 \_\_\_\_\_  
39   
\_\_\_\_\_

\_\_\_\_\_   
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40  
41   
42 Finance and Budget Committee

43  
44 Dated this 9<sup>th</sup> day of March, 2023.

45  
46 Vote: 4 Aye 0 Nay

	2022 Budget	ADRC	Nutrition	Transportation	2022 Actual	Variance from Bdgt	Estimate at Budget	Variance from Est
<b>Revenue</b>								
Tax Levy	226,401.00	171,291.00	-	55,113.00	226,404.00	3.00	226,401.00	3.00
Intergovernmental	2,439,144.00	1,877,477.00	471,806.00	275,566.00	2,624,849.00	185,705.00	2,521,333.00	103,516.00
Charges for Services	220,100.00	11,408.00	256,833.00	-	268,241.00	48,141.00	245,329.00	22,912.00
Misc/Other	256,000.00	2,120.00	277,545.00	11,559.00	291,224.00	35,224.00	261,280.00	29,944.00
	<b>3,141,645.00</b>	<b>2,062,296.00</b>	<b>1,006,184.00</b>	<b>342,238.00</b>	<b>3,410,718.00</b>	<b>269,073.00</b>	<b>3,254,343.00</b>	<b>156,375.00</b>
<b>Expenses</b>								
Personnel	2,221,888.00	1,733,219.00	414,874.00	31,561.00	2,179,654.00	(42,234.00)	2,189,486.00	(9,832.00)
Contracted Services	341,069.00	63,896.00	12,445.00	189,962.00	266,303.00	(74,766.00)	280,645.00	(14,342.00)
Supplies	459,968.00	135,992.00	555,923.00	63,572.00	755,487.00	295,519.00	570,722.00	184,765.00
Fixed Charges	100,712.00	38,782.00	39,600.00	19,800.00	98,182.00	(2,530.00)	99,759.00	(1,577.00)
Equipment	18,008.00	14,497.00	3,184.00	3,373.00	21,054.00	3,046.00	14,340.00	6,714.00
Capital	-	-	-	45,458.00	45,458.00	45,458.00	45,458.00	-
	<b>3,141,645.00</b>	<b>1,986,386.00</b>	<b>1,026,026.00</b>	<b>353,726.00</b>	<b>3,366,138.00</b>	<b>224,493.00</b>	<b>3,200,410.00</b>	<b>165,728.00</b>
<b>Surplus/(Deficit)</b>	<b>-</b>	<b>75,910.00</b>	<b>(19,842.00)</b>	<b>(11,488.00)</b>	<b>44,580.00</b>	<b>44,580.00</b>	<b>53,933.00</b>	<b>(9,353.00)</b>

Net Increase to Fund Balance \$56,068

Net Decrease to 85.21 Trust Fund

**Brianna Werner**

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**From:** Samantha Kraegenbrink  
**Sent:** Monday, January 30, 2023 8:32 AM  
**To:** Linda Struck; Brianna Werner  
**Subject:** FW: \*NEW SUBMISSION\* Application for Appointment to County Boards and Commissions

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**From:** CMSadmin@co.eau-claire.wi.us <CMSadmin@co.eau-claire.wi.us>  
**Sent:** Sunday, January 29, 2023 1:02 PM  
**To:** Samantha Kraegenbrink <Samantha.Kraegenbrink@eauclairecounty.gov>  
**Subject:** \*NEW SUBMISSION\* Application for Appointment to County Boards and Commissions

**Application for Appointment to County Boards and Commissions**

**Submission #:** 2213601  
**IP Address:** 47.12.81.187  
**Submission Date:** 01/29/2023 1:02  
**Survey Time:** 12 minutes, 12 seconds

You have a new online form submission.  
Note: all answers displaying "\*\*\*\*\*" are marked as sensitive and must be viewed after your login.

**Read-Only Content**

**Today's Date**

01/29/2023 12:50 PM

**Name of Board or Commission You are Applying For (only vacancies listed):**

**Please select one from the list below.**

ADRC Board

**If you selected general interest, please select which body or bodies below you are interested in serving on:**

**Are you a current employee of Eau Claire County or employed at a firm that is a vendor or has an affiliation with Eau Claire County?**

No

**The majority of Boards/Commissions/Councils and Committees meet on a monthly basis (date and time is determined by the committee.) Can you commit to attending meetings in accordance with the schedule of the Boards/Commissions/Councils and Committees you are applying for?**

yes

**Section Break**

**Full Name**

Ron Hon

**Age 18 or Older**

Yes

**Residence Address**

3423 Nimitz St  
Eau Claire, WI 54701

**Home Phone Number**

7154404377

**Business/Cell Phone Number**

7154404377

**Email**

[ronrhon@gmail.com](mailto:ronrhon@gmail.com)

**Do you currently reside/live within Eau Claire County limits?**

Yes

**Number of Years:**

25

**Education**

Master's degree in Social Work and licensed in Wisconsin (LCSW)

**Do you have relatives employed or appointed to serve in Eau Claire County?**

No

**If yes, please list name, department, and relationship.**

**Please describe any potential conflicts of interest (or list n/a)**

none

**List County Boards, Commissions, or Committees on which you have served**

While working for Eau Claire County, I attended many different county committees as a staff person

**Please describe how you are qualified for the position of interest**

I have worked on various teams and committees within social service systems through my career as a social worker and manager. I also have a good knowledge of Eau Claire County having worked for the county for about 10 years. My other employment experience was primarily in hospitals or clinic settings. Some other qualifications for this position of interest are as follows: able to understand programs and budgets; able to work with others in a team setting; an interest in aging and needs related to older individuals; knowledge on the Eau Claire social service system and health care.

**If selected, how would you work to better our community?**

I would contribute an understanding of programs, provide ideas, and help evaluate program implementation and effectiveness. I would advocate for helping people to live at home for as long as possible.

Thank you,  
Eau Claire County

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## Brianna Werner

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**From:** Samantha Kraegenbrink  
**Sent:** Wednesday, February 1, 2023 12:13 PM  
**To:** Linda Struck; Brianna Werner  
**Subject:** FW: \*NEW SUBMISSION\* Application for Appointment to County Boards and Commissions

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**From:** CMSadmin@co.eau-claire.wi.us <CMSadmin@co.eau-claire.wi.us>  
**Sent:** Wednesday, February 1, 2023 11:58 AM  
**To:** Samantha Kraegenbrink <Samantha.Kraegenbrink@eauclairecounty.gov>  
**Subject:** \*NEW SUBMISSION\* Application for Appointment to County Boards and Commissions

### Application for Appointment to County Boards and Commissions

**Submission #:** 2220481  
**IP Address:** 68.117.25.132  
**Submission Date:** 02/01/2023 11:58  
**Survey Time:** 48 minutes, 34 seconds

You have a new online form submission.

Note: all answers displaying "\*\*\*\*\*" are marked as sensitive and must be viewed after your login.

### Read-Only Content

#### Today's Date

02/01/2023 10:09 AM

#### Name of Board or Commission You are Applying For (only vacancies listed):

Please select one from the list below.

ADRC Board

If you selected general interest, please select which body or bodies below you are interested in serving on:

Are you a current employee of Eau Claire County or employed at a firm that is a vendor or has an affiliation with Eau Claire County?

No

The majority of Boards/Commissions/Councils and Committees meet on a monthly basis (date and time is determined by the committee.) Can you commit to attending meetings in accordance with the schedule of the Boards/Commissions/Councils and Committees you are applying for?

Yes

#### Section Break

Full Name

Home owner Frank Neibauer

**Age 18 or Older**

Yes

**Residence Address**

E2600 Kristy Road  
Eau Claire, United States (+1) 54701

**Home Phone Number**

7158345045

**Business/Cell Phone Number**

7152265269

**Email**

[fneibauer2@charter.net](mailto:fneibauer2@charter.net)

**Do you currently reside/live within Eau Claire County limits?**

Yes

**Number of Years:**

66 years

**Education**

High School Graduate - 1973, Metal Fabrication Diploma from District One Technical Institute - 1978, Supervisor's Certificate from Chippewa Valley Technical College - 1990

**Do you have relatives employed or appointed to serve in Eau Claire County?**

No

**If yes, please list name, department, and relationship.**

n/a

**Please describe any potential conflicts of interest (or list n/a)**

n/a

**List County Boards, Commissions, or Committees on which you have served**

Eau Claire County ADRC Nutrition Advisory Council 2020 - present, Eau Claire Local Emergency Planning Committee Vice Chair February 17, 2022 - present, Eau Claire Local Emergency Planning Committee 2003 - present, Eau Claire County Board Land Use Appeals 1994 - 2003.

**Please describe how you are qualified for the position of interest**

In the seven years that I was the care giver for my mother, I was constantly reminded of the challenges the elderly face every day. From that experience I developed a deeper appreciation of what a daily life for a person who cannot do for themselves is like. For the last two years I've volunteered for the Meals on Wheels program helping with meal preparations one day per week. And as a member of Cleghorn Lions Club I've had the opportunity to donate time helping veterans, individuals with vision and or health problems, vision screening in the local schools, needy families and food drive donations.

**If selected, how would you work to better our community?**

Most of our daily activities we experience like getting dressed, bathing, eating, and transporting whether that is from bed to the toilet or getting to medical appointments we consider to be a very normal part of our day but is a very big everyday challenge for the aging and disabled. I would like to help those in need and let them know they are not alone and hopefully making their daily challenges less of a hardship. Whenever I become active in a task, I give my personal best and would do just that if I was appointed to be on the ADRC Board.

Thank you,  
Eau Claire County