

**AGENDA**  
Eau Claire County  
Aging & Disability Resource Center Board  
Monday, December 11, 2023 – Virtual WebEx Meeting  
4 P.M.

Those wishing to make public comments must submit their name and address no later than 30 minutes prior to the meeting to [karen.hauck@eauclairecounty.gov](mailto:karen.hauck@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 [karen.hauck@eauclairecounty.gov](mailto:karen.hauck@eauclairecounty.gov)

Join from meeting link:

<https://eauclairecounty.webex.com/eauclairecounty/j.php?MTID=m1f9bdd24d6b272ac4b7a9f1bb9b0b423>

Join from meeting number:

Access Code: 2594 179 0097 Meeting Password: hP8rb5drYr4

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

*A majority of the county board may be in attendance at this meeting, however, only members of the committee may take action on an agenda item.*

1. Welcome & Call to Order
2. Confirmation of Meeting Notice
3. Roll Call
4. Public Comment
5. Review of November 20th, 2023, ADRC Board Minutes / Discussion – Action, Handout #1
6. Review of the November 20<sup>th</sup>, 2023, Public Hearing Minutes / Discussion – Action, Handout #2
7. Abolish one (1.0 FTE) Kitchen Manager and create one (1.0 FTE) Kitchen Coordinator / Discussion – Action Handout #3
8. Future Agenda Items
9. Adjourn

Prepared by Karen Hauck

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 839-7335, (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.

**Minutes**

Eau Claire County

Aging & Disability Resource Center Board

Monday, November 20, 2023, immediately following 4 p.m. Public Hearing

For 2024 85.21 Specialized Transportation Grant

721 Oxford Ave, Room 1277 County Board Room, Eau Claire WI, 54703

Welcome & Call to Order by Stella Pagnois at 4:08 p.m.

Confirmation of Meeting Notice: Confirmed

Roll Call/Members Present: Heather DeLuka, Stella Pagnois, Jean Doty, Bill Libberton, Tami Schraufnagel, Sandy Romey, Sue Miller, Amanda Babb by Webex, Terri Stanley, Ron Hon\*

Others Present: Linda Struck, Betsy Henck, Kelly Weiss, Ty Fadness, Sharon McIlquham, John Schweigert, Karen Hauck

Review of September 18th, 2023, ADRC Board Minutes / Discussion – Action, Handout #1:

Stella called for the correction of Betsy’s name in the 2<sup>nd</sup> to last paragraph. Sue Miller mentioned that she was at the September 18<sup>th</sup> meeting and is not listed in attendance. Sue motioned for approval of the minutes with the two corrections – all in favor. None opposed. Approved September minutes.

Public Comment: No public comment

85.21 Paratransit Application Discussion – Action Handout #2:

Betsy Henke gave an overview of the 85.21 paratransit application. Betsy stated that an RFP (request for proposal) is in process for the transportation provider, and this could change the price of transportation. The RFP’s are due December 5<sup>th</sup>. Discussion of the four programs. Ty Fadness, the city of Eau Claire Transportation Manager, explained the city’s position on the co-pays that agencies pay. Betsy said that in 2024 the copays the general participants pay will be reinstated. A question was asked if the ridership increases in the winter months, Betsy did not have that information available and will send the information to the board.

Stella asked for a motion. Tami Schraufnagel motioned to approve the 85.21 Specialized Transportation Program Application as presented. All in favor. None opposed. 85.21 Specialized Transportation Program Application approved.

Chippewa and Eau Claire Counties Transportation Coordination Plan Discussion – Action Handout #3:

Betsy gave an overview of the Chippewa and Eau Claire Counties Transportation Coordinated Plan, which is due every five years. The plan was developed by the West Central Regional Planning Commission. Discussion of the goals in the plan and how they cross with the ADRC goals.

Stella entertained a motion to approve. Sandra Romey motioned to approve the Chippewa and Eau Claire Counties Transportation Coordinated Plan as presented. All in favor. None opposed. Chippewa and Eau Claire Counties Transportation Coordinated Plan approved.

Senior Dining at LE Phillips Center Discussion – Action:

Betsy explained that Senior Dining at LE Phillips Senior Center will be expanded to include the 1<sup>st</sup> and 3<sup>rd</sup> Fridays of a month for lunch at 11:45 a.m., with a maximum of 50 diners for the meal. The workers and volunteers needed to serve this meal will be provided by the LE Phillips Center. The Friday meal offerings will be in addition to the two evening meals offered each month. In order to add additional days to an existing meal site, the ADRC Board approval is needed. Jean Doty, motioned to approve the additional two meals at the LE Phillips Senior Center for Senior dining. All in favor. None opposed. Additional two meals at the LE Phillips Senior Center approved.

Discussion of the MOW (Meals on Wheels) pickup site of LE Phillips Senior Center and how it has been working since the Luther Lakeside pickup site has been closed. Tami comments on how the participants love the meals at St. John's.

2023 3<sup>rd</sup> Quarter Performance Management – Handout #4:

Linda Struck did an overview of quarter 3 reports. Kelli Weiss gave an overview of the financials with the projections and explained the deficit is due to increased cost of food, additional cook position and the decrease in ARPA funding. Stella asked about the RFP (Request for Proposal) for the food vendor which is used for the Nutrition Program. Linda said that the RFP is in process. Stella asked if there were any questions, none asked.

Advocacy/Unmet Needs:

Stella mentioned a case before the Supreme Court which considers if an ADA tester can sue hotels that are not accessible even though they are not intending to stay at the hotel. Terri Stanley shared her check list for hotels on accessibility. Linda will be emailing the checklist to members.

Future Agenda Items:

Board approval of a change to a position description.

Stella Adjourned meeting at 5:11 PM

Next meeting Monday, December 11, 2023, virtual, at 4 p.m. January ADRC Board meeting set for Monday, January 8, 2024, at 4 p.m.

Respectfully submitted,

Karen Hauck, Clerk  
Aging & Disability Resource Center Board

\*Ron Hon arrived at 5:03 p.m.

**Minutes**

Eau Claire County

Public Hearing of the Wisconsin Department of Transportation

2024 85.21 Specialized Transportation Grant

Monday, November 20, 2023, at 4:00 pm, 721 Oxford Ave, Room 1277-County Board Room

Eau Claire WI, 54703

Call to Order – Sue Miller at 4 p.m.

ADRC Board Members Present: Sue Miller, Stella Pagnois, Heather Deluka, Jean Doty, Bill Libberton, Tami Schraufnagel, Sandy Romey, Terri Stanley, Amanda Babb by WebEx

ADRC Staff Present: Linda Struck, Betsy Henck, Kelli Weiss, Karen Hauck

Others Present: Ty Fadness, Sharon McIlquham, John Schweigert

In-person public comments: No oral public comments were made.

Prior Received Public Comment: Written public comments submitted prior to the meeting were forwarded to all ADRC Board Members.

Sue Miller, adjourned the Public Hearing at 4:05 p.m.

Respectfully submitted,

Karen Hauck, Clerk  
Aging & Disability Resource Center Board

FACT SHEET  
for FILE NO. 23-24/062

The current Kitchen Manager position is responsible for more personnel related duties than they have time for (supervision of cooks/volunteers/performance evals/personnel issues/etc). With the increase in individuals receiving Meals on Wheels in Eau Claire County (projecting to exceed 100,000 meals in 2023) and the additional contracted meals we provide for Trempealeau and Chippewa County (projecting to exceed 28,000 meals for 2023), this position's focus needs to be on kitchen coordination/assignment of tasks/establishing workflows/meal ordering and menu selection. The ADRC Manager will now directly supervise all kitchen staff and handle Performance Evaluations and personnel issues. The Kitchen Coordinator will work in collaboration and provide input to the ADRC Manager on employee performance, supervision etc.

The abolishment of the Kitchen Manager and creation of the Kitchen Coordinator will be effective on Monday, February 12, 2024. Human Resources will begin recruiting once the abolishment and creation is approved by the County Board of Supervisors.

**Fiscal Impact- \$10,123 in savings (using Grid 8/Grade C on new wage chart)**

Respectfully submitted by,

Linda Struck  
ADRC Director



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