

ADRC of Buffalo and Pepin Counties Minutes
February 18, 2021

Committee/Board: Aging and Disability Resource Center of Buffalo and Pepin Counties Governing Board

The meeting was called to order by Teresa Vettrus, 1st Chairperson, at 2:00 pm in the County Board Room at the Pepin County Government Center, Durand Wisconsin.

Roll Call: Members Present: Ruth Leahy, Tessa King and Brad Schmidtkecht. Those Members Present Via Zoom: Teresa Vettrus, James Hubert, Robert Shutes, and Rita McDonnell. Members Excused: Birdie Gilbertson. Others Present: Cammi Catt-DeWyre, ADRC Manager, Cassidy Kaempf, ADRC Intern. Others Present Via Zoom: Peggy Zeman, Account Clerk, Stacy Gajewski, Administrative Manager-Pepin County, and Mylessa Ingli – Nutrition Program Coordinator.

Approval of Agenda for February 18, 2021: 1st Chairperson, Teresa Vettrus entertained a motion for approval of the agenda. Robert Shutes made a motion, Tessa King seconded. Roll was called for votes. All voted in favor, motion carried.

Public Comments on Agenda Items: None

Approval of Minutes from October 19, 2020: A motion was made by Brad Schmidtkecht to approve the minutes as stated, second by James Hubert. Roll was called for votes. All in favor, motion carried.

Introductions

Business Items:

- **Modena Meal site future planning:** Nutrition Coordinator, Mylessa Ingli presented the idea of permanent closure of the Modena meal site. There is little use of the facility for services. Volunteers are hard to find. Gilmanton meal site can service the participants. When participants were asked about usage, they were open to going to the Gilmanton site for meals. Mylessa is recommending taking the suggestion to Buffalo County Board for approval. A motion was made by Tessa King and Brad Schmidtkecht seconded. Roll was called for votes. All in favor, motion carried.
- **ADRC Reinvestment Resolution for Buffalo County/Pepin County:** Cammi Catt-DeWyre presented the resolutions to the board. The resolutions would recommend additional funding for the ADRC. A discussion was had. Robert Shutes made a motion, James Hubert seconded. Roll was called for votes. All in favor, motion carried.
- **Recommendation for Appointment of Consumer Representative to the ADRC Governing Board:** Recommendation of reappointment of Buffalo County Elder Representative, Teresa Vettrus and reappointment of Pepin County Elder Representative, Robert Shutes. A motion was made by Tessa King, seconded by Ruth Leahy. Roll was called for votes. All in favor, motion carried.

Reports:

- **ADRC Manager's Report:** Cammi Catt-DeWyre directed the Board members to her report that was included with their meeting information. Includes program updates within the ADRC. Her monthly report will now include information from the transportation program. She introduced new staff members and announced the resignation from the Disability Benefits Specialist. Interviews

will begin in March to fill that position. There were no questions from the board regarding the report.

- **Winona State Intern, Cassidy Kaempf – presentation on Capstone Project & survey distribution:** Cassidy did a presentation to introduce herself and her Capstone project, planning Final Affairs event. Final Affairs event is a free forum hosted yearly by ADRC for community members. They can obtain information on topics regarding personal/legal decisions. Local professionals are available for assistance, free of charge. She is also facilitating a survey. The survey is distributed through churches, food pantries, pharmacies, health systems and libraries. Cassidy's internship will end at the end of April.
- **ADRC Financial Report:** Peggy Zeman presented the Financial Report through December 2020 with the Board. Report was discussed. There was \$1000 left on the contract at the end of the year, with 93% of expenses. Peggy thought the budget was affected as a cause of Covid-19. Overall, she thought the budget for ADRC ended well. The EBS budget was presented and discussed. Peggy does not expect any other expenses to come in.
- **Board Member Reports/Comments:** The Board praised intern, Cassidy Kaempf's, presentation.

Confirm Next Meeting Date/Location/Agenda Items: Tentatively, the next meeting is set for April 15, 2021 at 2:45pm in Alma. Discussion was had about holding the meeting on April 20th. Cammi will research room availability and then get back to the Board with what options are available.

Adjournment: A motion was made by Brad Schmidtknecht to adjourn the meeting, seconded by Ruth Leahy. Motion carried.

Respectfully submitted by:

Stacy Gajewski, Administrative Manager, Pepin County

Approved by the ADRC Governing Board on 4-15-21, 2021

Rita McDonnell
Ms. Rita McDonnell, ADRC Chairperson