

**ADRC of Buffalo and Pepin Counties  
Governing Board Meeting Minutes  
October 6, 2022**

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

The meeting was called to order at 2:00pm by 1<sup>st</sup> Vice Chair, Terri Vettrus, at the Buffalo County Court House, 3<sup>rd</sup> floor County Board Room, Alma Wisconsin. Remote access was also available via Zoom.

**Roll Call:** Members Present in Person: Terri Vettrus and Debbie Betthausen.  
Members Present Via Zoom: Jim Hubert, Brad Schmidtknecht  
Absent: Bob Shutes, Kathy Sweeney, Tessa King

Others Present In-Person: Cammi Catt-DeWyre-ADRC Manager, Colleen Flynn-applicant/candidate for open Governing Board vacancy

Others Present Via Zoom: Tammy Wegner-Pepin Co DHS Administrative Manager.

Welcome & Introductions: Colleen Flynn introduced herself, as she is a candidate for the open board position representing the Pepin County elderly population.

**Approval of Agenda for Oct 6<sup>th</sup>, 2022:** 1<sup>st</sup> Vice Chair, Terri Vettrus, entertained a motion for approval of the agenda. Debbie Betthausen made a motion, Jim Hubert seconded. Roll call votes were taken: Terri Vettrus-yes, Jim Hubert-yes, Debbie Betthausen-yes, Brad Schmidtknecht-yes. All present in favor, motion carried.

**Public Comments on Agenda Items:** There were no public comments.

**Approval of Minutes from August 25<sup>th</sup>, 2022, ADRC Governing Board Meeting:** Jim Hubert is not listed as Absent from the Aug 25<sup>th</sup> meeting. Motion made by Debbie Betthausen, seconded by Jim Hubert to approve the minutes from the Aug 25<sup>th</sup>, 2022 meeting pending correction of adding Jim as absent. Roll call votes were taken: Brad Schmidtknecht-yes, Terri Vettrus-yes, Jim Hubert-yes, Debbie Betthausen-yes. All those present in favor, motion carried.

**Business Items:**

Chair Terri Vettrus entertained a motion to convene into Closed Session to discuss recommendations to re-appoint, and appoint, consumer members to the ADRC Governing Board. Motion made by Brad Schmidtknecht to enter into Closed Session, seconded by Debbie Betthausen. Roll Call votes were taken: Terri Vettrus-yes, Jim Hubert-yes, Debbie Betthausen-yes, Brad Schmidtknecht-yes. All those present in favor, anyone attending in person and remotely was removed from the room and Closed Session started at 2:11pm.

Chair Vettrus entertained a motion to reconvene in Open Session. Motion made by Debbie Betthausen, seconded by Brad Schmidtknecht. Roll call votes were taken: Brad Schmidtknecht-yes, Terri Vettrus-yes, Jim Hubert-yes, Debbie Betthausen-yes. All those present in favor, and Open Session resumed at 2:14pm

No action was taken during Closed Session.

Chair Vettrus entertained a motion to recommend the County Board re-appoint Kathy Sweeney, who is currently the Pepin County Elderly Representative, to be the Pepin County Intellectual/Developmental Disability Representative. This will leave a vacancy for the position of Pepin County Elderly Representative. Motion made by Jim Hubert, seconded by Debbie Betthausen to recommend the board re-appoint Kathy Sweeney as Pepin County Intellectual/Developmental Disability Representative. Roll call votes were taken: Debbie Betthausen-yes, Brad Schmidtknecht-yes, Terri Vettrus-yes, Jim Hubert-yes. All those present in favor, motion carried.

Chair Vettrus entertained a motion to recommend the County Board appoint Colleen Flynn as the Pepin County Elderly Representative. Motion made by Brad Schmidtknecht, seconded by Jim Hubert to recommend the board appoint Colleen Flynn as Pepin County Elderly Representative. Roll call votes were taken: Debbie Betthausen-yes, Brad Schmidtknecht-yes, Terri Vettrus-yes, Jim Hubert-yes. All those present in favor, motion carried.

**Review Senior Nutrition Program Listening Session Feedback:** Cammi shared the feedback received during recent public Listening Sessions throughout our counties regarding our meal program and volunteer driver situations for delivery. These were broken into action and non-action items for further review and planning for things that might work. Some suggestions: lower the volunteer age to 16, which was previously thought not a possibility due to the County's insurance policy; however, there might be some options with that which we are looking into. Other ideas people suggested were increasing the congregate meal cost, spotlighting or highlighting our appreciation for volunteer drivers, efforts to increase participation at some of the congregate meal sites, possibly offering other mealtimes and not only lunch, partnering with area churches to advertise our need for volunteer drivers and congregate meal options, and rebranding or naming our volunteer drivers as something more descriptive of what they do. We will continue to work on these suggestions and update the board at upcoming meeting.

**Senior Nutrition Program Contribution Amount for 2023:** Explanation of how we determine our congregate meal cost, which is technically a 'donation', and a spreadsheet with what some of our surrounding counties are charging was shared with the board. The board discussed changing to a suggested congregate meal donation of \$4-6.00 per meal starting January 1, 2023. Motion made by Debbie Betthausen, seconded by Brad Schmidtknecht to recommend both County Boards approve increasing the congregate meal donation from \$4.00/meal to a suggested \$4-6.00 donation starting January 1, 2023. Roll call votes were taken: Terri Vettrus-yes, Jim Hubert-yes, Debbie Betthausen-yes, Brad Schmidtknecht-yes. All those present in favor and motion carried.

**Reports:**

**ADRC Manager's Report** ADRC Manager provided her report with highlights and updates from each of the aging programs since our last meeting. Some highlights include Matt Bertelson started Sept 26<sup>th</sup> as our Nutrition Coordinator. He has been busy training and visiting all the meal sites. Our 2022 Aging Plan Goals Progress—only one unmet being library kits, which was slowed down due to some library staff turnover; this is just getting underway now. The number of rides in our Transportation Program is down, most likely due to a dialysis passenger who unfortunately passed away.

**Board Member Reports/Comments** Jim provided an update on a story he shared a few months ago about helping his acquaintance seek help in another county's ADRC program, and how if it weren't for the ADRC program, the Disability Specialist, and the Adult Protection Service, which led to this gentleman being diagnosed with some cognitive issues and finding help with placement in a facility. This otherwise homeless gentleman probably wouldn't be here today. "So what we are doing here, matters."

**Confirm Next Meeting Date/Location/Agenda Items:** We have met the required 4 meetings for this year. No future meeting date set unless something comes up; otherwise Cammi will set something for early 2023.

**Adjournment:** Meeting adjourned at 2:45 pm.

Respectfully submitted by: Tammy Wegner, Administrative Manager, Pepin County

Approved by the ADRC Governing Board on March 13, 2023

Terri Vettrus  
Terri Vettrus, ADRC Chairperson