ADRC Governing Board Meeting Minutes
Tuesday, August 4, 2026 1:00 – 2:30 p.m.
Location: Mosaic Technologies
401 S 1st St Cameron, WI 54822

Members present: Rob Ludwig, John Smatlak, Sharon Rollins, Shelley Effertz, Bert Skinner, Tom Hanson and Vlad Sajka.

Excused: Kathy Halbur

Others present: Jennifer Jako, Tristy Hopp, Kathy Walthers, Leanne Grover, Alisa Lammers, Trisha Witham, and Rachael Richie

Vice-Chair Rollins called the meeting to order at 1:00 p.m. Introductions were made and new board member Effertz introduced herself.

Public Notice Compliance: Tristy Hopp stated we were in compliance with the open meeting Public Notification Laws.

Approval of Agenda: Sharon Rollins made a motion to approve the agenda as written, seconded by Tom Hanson, motion carried.

Approval of the Minutes (May 5, 2026): John Smatlak made a motion to approve the May 5th minutes, second by Sharon Rollins, motion carried.

Public comment: None.

Elections: Chair & Vice Chair: Chair – The floor was opened for nominations. Nomination for Kathy Halbur, no other nominations, Sharon Rollins made a motion to close the nominations and cast a unanimous ballot for Kathy Halbur as Chair, seconded by Shelley Effertz, motion carried. Vice-Chair – nomination for Sharon Rollins, no other nominations, Shelley Effertz made a motion to close the nominations, and cast a unanimous ballot for Sharon Rollins as Vice Chair, seconded by Bert Skinner, motion carried.

2025 Data Presentation: Jennifer Jako provided the board with a 2025 data presentation of contacts, monetary impact, services, resources, and volunteers for I&A, EBS, DBS, DCS, Caregiver Specialist, Healthy Aging and Dementia workshops, Nutrition, Transportation, Respite, Loan Closet, Commodities in both Barron and Rusk counties. Jako and Grover answered questions related to monetary impact of Benefits Specialists.

Health Promotions/Caregiver Updates: Health Promotions: Alisa Lammers updated the board the ADRC's Health Promotions workshops including: Stepping On Falls Prevention, Mind over Matter (bowel and bladder education), Eat Smart/Move More/Weigh Less, Walk with Ease and StrongBodies. StrongBodies is a new workshop provided by the ADRC as we adjusted from UW Extension ending that program due to budget cuts last year. It was a popular, desired workshop and Darby Smith will be leading it. We expect to fill it quickly. Alisa reviewed participation and completion rates of workshops year to date and people are participating and finding the workshops helpful. Alisa updated the board on Falls Coalitions in both counties. September is Falls Awareness month so she is working on some education and outreach to the community. Alisa updated the board on the falls referral systems in both counties; it has been a slow process to get partners making referrals. Caregiver updates: Alisa Lammers updated the board on the upcoming Caregiver Conference at Northwoods Tech October 8th and the POA (Power of Attorney) Party at the Rice Lake Senior

Center on October 22nd and people are invited from both Barron and Rusk Counties. She encouraged board members to spread the word about both events.

DCS Presentation – Trisha Witham: Trisha educated the board on the role a DCS plays in our agency and her scope of services. Her position has three major focus areas: ongoing training and support for ADRC staff to be dementia capable, create dementia friendly communities, and one-on-one support for caregivers and families living with dementia to prevent crisis. Trisha provided the board with a handout of supports and services for both caregivers and those living with dementia. Trisha informed the board that with several new staff in both locations, she has had to focus more about dementia capable staff activities. She has several strong volunteers helping her accomplish many brain health workshops.

2027 Budget Discussion – Jennifer Jako: Jennifer informed the board both counties work on their ADRC budgets separately and that they then combine those for the board to review and vote on at the next meeting. She informed them that revenues include General Purpose Revenue (GPR), Medicaid, other grants (EBS, SPAP, MIPPA and SHIP), and County Levy. Main Expenditures are staff wages and fringe. In the Barron location, we are asking to add a FTE DBS position due to caseload and difficulty getting back to all the customers.

Advocacy or Legislative Updates – Federal Medicaid Work Requirement changes: Leanne Grover informed the board of the new work requirements for certain individuals that have Medicaid; we anticipate answering questions as letters are starting to go out to existing customers.

ADRC Reports: Contacts – Leanne provided a handout with numbers from the second quarter this year along with the previous two years. Leanne reminded the board that the State implemented a new system recently and things are still being changed on the state level to make reporting easier.
Personnel – Jennifer reported that both locations are finally fully staffed. Isabella Popowich is the new EBS in Rusk County.
Director's Updates – Jennifer reported that we held our annual all-staff training on July 23rd and reviewed confidentiality and conflict of interest policies as well as discussed home visit safety. Jennifer informed the board about the Rural Healthcare Transformational Grants out and we could be partnering with other agencies in the community with projects, she will keep the board updated.

Agenda items for next meeting – 2027 Budget and 2027 Dates and Locations

Next meeting – November 3rd, 2027 in Barron

Adjournment – Motion to adjourn at 2:35 p.m. by Rob Ludwig, seconded by Bert Skinner, motion carried.

Respectfully Submitted,

Jennifer Jako, ADRC/Aging Director

Minutes are not official until approved by the Governing Board Committee at their next meeting.