

# Aging and Disability Resource Center of Buffalo and Pepin Counties

## Notice of Public Meeting

**Committee:** Aging and Disability Resource Center Governing Board  
**Date/Time:** April 18, 2019 10:00am-12:00 Noon  
**Location:** ADRC Conference Room  
Department of Health and Human Services, Third Floor  
Buffalo County Courthouse  
407 S. Second Street  
Alma, WI 54736

### AGENDA

1. Call to Order/Roll Call/Introductions
2. Approval of Agenda for April 18, 2019
3. Public Comments Regarding Listed Agenda Items
4. Reorganization of the ADRC Governing Board-Election of Officers-*Action*
  - a. Chairperson (to succeed Robert Shutes)
  - b. 1<sup>st</sup> Vice-Chairperson (to succeed Rita McDonnell)
  - c. 2<sup>nd</sup> Vice-Chairperson (to succeed Jane Whiteside)
5. Approval of Minutes from February 28, 2019 ADRC Governing Board Meeting-*Discussion/Action*
6. Introduction/Presentation by Diana Adamski, ADRC Regional Quality Specialist
7. Information/Discussion-
  - a. Presentation on ADRC
  - b. Duties and Responsibilities of ADRC Governing Board
  - c. ADRC Budget
  - d. ADRC/Scope of Service Contract
  - e. Buffalo/Pepin County ADRC Governance Contract
  - f. ADRC Governing Board By-Laws
  - g. Wisconsin Open Meeting Laws
  - h. Robert's Rules of Order
  - i. ADRC Conflict of Interest Policy
8. Reports-*Review/Discussion/Action*
  - a. Financial Report
  - b. ADRC Director's Report
  - c. Buffalo County Aging Report
  - d. Pepin County Aging Report
9. ADRC Mission Statement-*Review/Discussion/Action*
10. Board Members Comments/Updates/Reports
11. Confirm Next Meeting Date/Location/Agenda Items
12. Any Other Business Properly Brought Before the Board
13. Public Comments on Non-Agenda Items
14. Adjournment

**DATE NOTICE WAS FAXED/EMAILED/MAILED AND POSTED:** April 11, 2019

**NOTICE TO: Mailed:** Committee Members; **Emailed:** Appropriate Public Officials/Offices

**COMMITTEE MEMBERS:** If unable to attend, please contact the ADRC Director at 715-672-8945 or by email at [phoch@co.pepin.wi.us](mailto:phoch@co.pepin.wi.us)

**PERSONS WITH DISABILITIES:** If you require special accommodations to attend this meeting, please contact the ADRC Director at 715-672-8945.

**MEETING CALLED TO ORDER BY:** Rita Mc, ADRC Governing Board Chairperson

**SIGNED:** /s/ Paul M. Hoch  
Paul M. Hoch, ADRC Director