

**ADRC of Buffalo and Pepin Counties  
Governing Board Meeting Minutes  
May 13, 2025**

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

The meeting was called to order at 1:06pm by Clerk Assistant Tammy Wegner. This meeting was held via Zoom, and in person at the Pepin County Government Center Board Room in Durand, WI.

**Roll Call:** Members Present in-person: Jodie Anderson, Lynn Reinhardt, Terri Vettrus, Elizabeth Bauer, Steve Nelson

Member Present via Zoom: Debra Betthausen, Colleen Flynn

Members Absent: Kathy Sweeney

Others Present in-person: Cammi Catt-DeWyre, Julie Fick, Bernadette Rogers

Others Present via Zoom: Tammy Wegner

Introductions: ADRC Manager introduced Terri Vettrus, who is starting a new term. Everyone introduced themselves to everyone.

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

**Approval of Agenda for May 13, 2025:** Motion by Jodie Anderson, second by Terri Vettrus to approve the agenda as presented. Roll Call votes taken: Colleen Flynn-yes, Elizabeth Bauer-yes, Steve Nelson-yes, Jodie Anderson-yes, Lynn Reinhardt-yes, Terri Vettrus-yes, Debra Betthausen-yes. All those present in favor, none opposed, motion carried.

**Reorganization of ADRC Governing Board – Election of Officers:**

Clerk Assistant Wegner opened the floor for nominations for **Standing Chair of the ADRC Governing Board**, noting that seconds are not required, and that members are allowed to nominate themselves or decline a nomination. Debra Betthausen nominated Colleen Flynn. No other nominations were made and Steven Nelson made a motion to close nominations and cast a unanimous ballot to elect Colleen Flynn as Standing Chair. Jodie Anderson seconded this motion. Roll Call votes were taken: Lynn Reinhardt-yes, Terri Vettrus-yes, Debra Betthausen-yes, Colleen Flynn-yes, Elizabeth Bauer-yes, Steve Nelson-yes, Jodie Anderson-yes. Motion carried.

Clerk Assistant Wegner opened the floor for nominations for **Standing 1<sup>st</sup> Vice Chair of the ADRC Governing Board**. Jodie Anderson stated she was willing to serve as 1<sup>st</sup> Vice Chair. No other nominations were made and Steve Nelson motioned to close nominations and cast a unanimous ballot to elect Jodie Anderson as Standing 1<sup>st</sup> Vice Chair. Colleen Flynn seconded this motion. Roll call votes were taken: Lynn Reinhardt-yes, Terri Vettrus-yes, Debra Betthausen-yes, Colleen Flynn-yes, Elizabeth Bauer-yes, Steve Nelson-yes, Jodie Anderson-yes. Motion carried.

Clerk Assistant Wegner opened the floor for nominations for **Standing 2<sup>nd</sup> Vice Chair of the ADRC Governing Board**. Elizabeth Bauer nominated Steve Nelson. No other nominations were made and Debra Betthausen motioned to close nominations and cast a unanimous ballot to elect Steve Nelson as Standing 2<sup>nd</sup> Vice Chair. Terri Vettrus seconded this motion. Roll call votes were taken: Colleen Flynn-yes, Elizabeth Bauer-yes, Steve Nelson-yes, Jodie Anderson-yes, Lynn Reinhardt-yes, Terri Vettrus-yes, Debra Betthausen-yes. Motion carried.

Standing Chair Colleen Flynn took over facilitating the meeting at this point.

**Approval of Minutes from March 13, 2025, ADRC Governing Board Meeting:** Motion made by Jodie Anderson, second by Debra Betthausen to approve minutes from the March 13, 2025 ADRC Governing Board meeting as presented. All those present in favor via voice vote, none opposed, Chair Flynn declared the minutes approved.

**Reports:**

**Elder Benefit Specialist presentation** by Specialists, Julie Fick and Bernadette Rogers, sharing about the services provided through the Elder Benefit program, as well as some data about these services and challenges specific to our area. There has not been an increase in federal funding for this program in 30 years.

**ADRC Manager's Report** – Cammi noted there is no fiscal report today due to the transition of Karen's role and the vacancy. Today was Agency Advocacy Awareness Day, which Kathy Sweeney is attending. The State has rolled out a new toll-free telephone number for consumers who have no idea who to contact for aging services, and that center would connect the caller to our department. The manager's report sent to board members prior to this meeting includes some information on the most upcoming ADRC events, as well as the 2025 Program Data to date, by county.

**Business Items:**

Per annual protocol, board members were asked to check their contact information on the provided Member Contact List and let Cammi know if anything needs to be updated. Members are asked to Review, Sign and Return to Cammi as soon as possible the Conflict of Interest Policy and the Confidentiality Policy.

The ADRC Governing Board By-Laws were reviewed. Areas in red ink were items Cammi removed or added. Majority of changes came from State Statutes. Motion by Elizabeth Bauer, second by Jodie Anderson to accept the by-laws with indicated updates. No questions. Roll Call votes taken: Terri Vettrus-yes, Debra Betthausen-yes, Colleen Flynn-yes, Elizabeth Bauer-yes, Steve Nelson-yes, Jodie Anderson-yes, Lynn Reinhardt-yes. Motion carried. Cammi will email the final document to Chair Colleen for her signature.

**Board Member Reports/Comments:** Steve Nelson suggested this board set the date and time for the next meeting and people commit to that, in an effort to make things more efficient and Cammi not needing to spend so much time getting something coordinated with everyone on such an individual basis.

**WestCAP Board Update** – Kathy Sweeney is attending Agency Advocacy Awareness Day at the capital so is not here today to update.

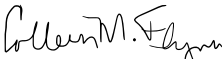
**Next Meeting Agenda Items:** Another program presentation; any updates available on funding changes.

**Next Meeting Date/Time/Location:** Next meeting will be held Wednesday, Aug 20, 2025 at 9:00am. This will be held in the Board Room at the Buffalo County Government Building in Alma, WI, as well as via Zoom.

**Adjournment:** Motion by Terri Vettrus, second by Elizabeth Bauer to adjourn the meeting. Chair Flynn declared the meeting adjourned at 1:53pm.

Respectfully submitted by: Tammy Wegner, Administrative Manager/Clerk Assistant, Pepin County

Approved by the ADRC Governing Board on August 20, 2025.

  
\_\_\_\_\_  
ADRC Chairperson