

Rock County Developmental Disabilities Board  
Meeting Minutes  
September 23, 2009

**CALL TO ORDER:**

Chairperson Jensen called the meeting to order at 6:33 P.M.

**MEMBERS PRESENT:**

Chairperson Marilyn Jensen; Vice Chairperson Cheryl Drozdowicz; Jennifer Bishop; Harriet Kubiak; Lynda Olson; Nancy Lannert

**MEMBERS ABSENT:**

Louis Peer, Bridget Rolek

**STAFF PRESENT:**

LuAnn Kane-Director; John Hanewall-Deputy Director

**INTRODUCTION OF GUESTS:**

Richard Kubiak; Kelly Medenwaldt, Area Director -Catholic Charities, Inc.

**CITIZENS' SUGGESTIONS TO THE BOARD:**

Ms. Medenwaldt distributed a handout regarding a conference on autism. The conference will be held Thursday, 10/8/09 in Janesville and repeated on Friday, 10/9/09 in Madison. Jessica Quam (Catholic Charities) and Katy Barnum (Dane County), Autism Specialists, will be hosting the conference. Ms. Kubiak made a request that information that might be handed out at the Conference be shared at the next Board meeting. Ms. Medenwaldt stated she would obtain these materials.

Ms. Medenwaldt reminded everyone of the Friday, Oct. 2<sup>nd</sup>, Together We Serve Fish Fry & Raffle. She had tickets available for purchase and gave a brief report about the fundraiser.

**APPROVAL OF AGENDA:**

The agenda was approved on a motion by Harriet Kubiak, seconded by Lynda Olson. Motion carried.

**APPROVAL OF MINUTES:**

The minutes of the September 9, 2009 Board Meeting were approved as corrected on a motion by Cheryl Drozdowicz and seconded by Jennifer Bishop. Motion carried.

**APPROVAL OF BILLS:**

On a motion by Harriet Kubiak, seconded by Jennifer Bishop, September 2009 bills in the amount of \$389,094.98 were approved. Motion carried.

**APPROVAL OF CONTRACTS, ADDENDUMS,  
ENCUMBRANCES AND/OR LINE ITEM TRANSFERS**

A line item transfer for KANDU Industries, Inc., reallocating funds from the Community Employment Program to the Senior Memory Care Services was moved by Lynda Olson and seconded by Nancy Lannert. Motion approved.

Approval of two Pre-approved Encumbrance Amendments to Lutheran Social Services-Crosby House from \$187, 423.00 to \$211,623.00 and to Lutheran Social Services-Center Ave Home from \$59,320.00 to \$75,180.00 were moved by Nancy Lannert and seconded by Harriet Kubiak. Motion carried.

Two additional Pre-approved Encumbrance Amendments, one to Catholic Charities-Community Connections from \$495,166.00 to \$507,977.00 and a second to Group Living Home from \$132,204.00 to \$138,577.00 were voted on following a motion by Cheryl Drozdowicz and seconded by Lynda Olson. Motion carried.

**DIRECTOR'S REPORT ON PROGRAM ACTIVITIES:**

The Director provided the following information:

Ms. Kane reported that the department met with the County Administrative staff on Thursday, 9/17/09 to review the 2010 Budget. Following a 3 ½ hour session, the Department was asked to make revisions, provide some additional data and provide some answers to questions regarding the 2010 Budget requests. A follow-up meeting is scheduled for Thursday, 9/24/09 to review the revised budget. Ms. Kane emphasized that the staff has been extremely diligent in reviewing all aspects of the budget and the process has been a difficult one due to the financial constraints of the County.

In conjunction with the budget, Ms. Kane explained that the department will be proposing the relocation of 7 individuals from one provider to another provider. This is a financially driven decision and the transition will be slow and thoughtful. Final details regarding this proposal will not be available until after the department's budget is finalized.

Ms. Kane shared information regarding the Birth-to-Three Program and the information requested by the County Administrative staff related to the Maintenance of Effort amount required in the budget. A lengthy discussion was held at this point regarding the budget, financial obligations, and the services provided by the Birth-to-Three program.

An update on the recent number of admissions to Nursing Homes and hospitalizations was provided to the Board. Ms. Kane also gave an update on the recent emergent detentions (3) that had occurred in the past week. Two of the consumers have returned home and are stable but one will be admitted to SWC for treatment.

Ms. Lannert inquired about the Administrative Overhead line item in the budget and the 124% increase from the 2009 budget. Mr. Hanewall explained that clarification of this budgetary issue had been discussed at the 9/17/09 budget meeting with Mr. Jeff Smith. Mr. Hanewall provided the explanation per Mr. Smith, of how a random sampling had been done by the contracted agency Maximus of the financial aspects of each department within the county as well as the "roll-over" amount from the previous fiscal year and how that was calculated in determining the Administrative Overhead amount. Board members were invited to contact Mr. Smith, per his invitation, to discuss this issue if they chose to do so or desired further dialog.

Ms. Kane, per a telephone conversation with Bridget Rolek, explained that IDS would not be cutting any providers respite completely but that there were new provisions in place to require families to share the costs based on income levels.

Mr. Hanewall shared information regarding the ADRC State Conference that he and Jennifer Anselmi (Contract Compliance Specialist) attended 9/21 and 9/22 in Stevens Point. The Conference was well attended and there were numerous individual informational sessions that were provided focusing on topics such as the Long Term Care Functional Screen, dealing with specific clientele (deaf, DD, TBI), how ADRCs operated, and financial focused sessions. In summary, Mr. Hanewall concluded that there still appears to be a lot of confusion with the process and that this County will have a lot of work to do when Managed Care and the ADRC are required.

Mr. Hanewall, at Ms. Kubiak's request, gave an update on the Training day that was held on 9/16/09 at Rotary Gardens. The focus of the day's program was "Recharging Your Battery", (taking care of oneself) and was attended by 174 providers, case managers, citizens, and others. The day's training was coordinated by Jennifer Anselmi and Lisa Ames, (IDS), who did a marvelous job. Presenters for the day included "Luther", who did a program on "Laughable Laws of Wellness" and Rita Emmitt, who presented on Creativity, Communication and Procrastination. Best Events of KANDU provided the meals for the day. Positive feedback has continued to be expressed by many of the attendees.

**BOARD MEMBERS' SUGGESTIONS TO THE BOARD:**

Ms. Kubiak shared that her "Red Hat Group" had volunteered at KANDU packaging food packets as part of the "Kids Against Hunger" project. She brought an example of the food packet that the project produces as well as handouts explaining the program.

Marilynn Jensen shared that Nancy Gibney, recently retired employee from the DD Department, attended the County Board meeting on 9/10/09 and was recognized for her years of service to the County.

**ADDITIONAL CITIZEN SUGGESTIONS TO THE BOARD:**

None

**CORRESPONDENCE:**

Ms. Kane shared letters from Speaker of the Wisconsin State Assembly Michael Sheridan and Representative Chuck Benedict in response to the letter regarding comprehensive dental health care that the Board had sent.

Also a Thank you card was shared from Family Respite Care Services.

**NEW BUSINESS:**

The next DD Board Meeting will be held on Wednesday, October 14, 2009 at 6:30 P.M. at the Health Care Center in the Classroom.

Board Members were reminded to contact Connie Martin at 757-5051 or LuAnn Kane at 757-5048 if they are unable to attend this meeting. Lynda Olson informed the Board she will not be in attendance due to being on vacation.

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Ms. Kane, per a memo, reminded everyone that the Public hearing on the budget will be held on Wednesday, November 4<sup>th</sup> at the Courthouse at 6:00 pm.

Also that the DD Board will only meet once during the months of November and December. Those meeting dates are tentatively November 11<sup>th</sup> and December 9<sup>th</sup>.

**ADJOURNMENT**

On a motion by Nancy Lannert, seconded by Lynda Olson, the meeting was adjourned at 8:03 PM. Motion carried.

Respectfully Submitted,  
John Hanewall, Deputy Director

Not Official Until Approved by the Board