

Rock County Developmental Disabilities Board  
Meeting Minutes  
November 18, 2009

**CALL TO ORDER:**

Chairperson Jensen called the meeting to order at 6:32 P.M.

**MEMBERS PRESENT:**

Chairperson Marilyn Jensen; Vice Chairperson Cheryl Drozdowicz, Harriet Kubiak, Nancy Lannert, Louis Peer, Lynda Olson, Jennifer Bishop, Bridget Rolek

**MEMBERS ABSENT:**

None

**STAFF PRESENT:**

LuAnn Kane-Director; John Hanewall-Deputy Director, Connie Martin

**INTRODUCTION OF GUESTS:**

Richard Kubiak; Mary Haberman, Catholic Charities, Inc.

**CITIZENS' SUGGESTIONS TO THE BOARD:**

Mr. Kubiak wished everyone present a Happy Thanksgiving.

**APPROVAL OF AGENDA:**

The agenda was approved on a motion by Louis Peer and seconded by Jennifer Bishop. Motion carried.

**APPROVAL OF MINUTES:**

The minutes of the October 28, 2009 Board Meeting, as corrected, were approved on a motion by Lynda Olson and seconded by Nancy Lannert. Motion carried.

**APPROVAL OF BILLS:**

Ms. Kane gave an explanation of the bills and answered questions regarding several specific bills. She also gave a brief explanation of how the bills are paid and the internal "check and balance" system. Mr. Peer made a point that once the bills reach the Board for approval, that the Board should trust that the bills have been thoroughly reviewed, otherwise every bill could be questioned regardless of the amount which could be time consuming.

On a motion by Bridget Rolek, seconded by Cheryl Drozdowicz, November 2009 bills in the amount of \$287,808.78 were approved. Motion carried.

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

Approval of a Pre-approved Encumbrance Amendments to Creative Community Living Services, Inc. from \$1,453,005.00 to \$1,491,436.00 for start up cost, an increase in care rate, and

an increase in clothing and personal for one client and a second Pre-approved Encumbrance to REM II for an increase to \$512,062.00 for care of 1 individual who was relocated from WMHI as well as 2 Traumatic Brain Injury clients currently being served by REM, was moved by Harriet Kubiak and seconded by Jennifer Bishop. Motion carried.

Line Item Transfers as follows were moved by Harriet Kubiak and seconded by Jennifer Bishop. Motion carried. The Line Item Transfers included:

- 1) An increase to Productive Livings, Inc., in the amount of \$1881.00
- 2) An increase to LSS for case management out of La Crosse in the amount of \$454.00
- 3) A decrease to Brotoloc in the amount of \$43,120.00 due to an individual moving out.
- 4) An increase to Dungarvin in the amount of \$54,930.00 for an individual who was placed in the community from MMHI.
- 5) An increase in Innovative Living from \$177.91 to \$196.71 reflects an increase client care rate.

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

The Director provided the following information:

- The immunization clinic that was held on Nov 6<sup>th</sup> at KANDU resulted in 135 direct care staff workers being immunized. There have been no major problems related to H1N1 for our clientele thus far. There have only been 2 confirmed cases.
- Client Rights Training will be held on Thursday, November 18<sup>th</sup> from 9:30-12:30 at the Job Center. There are approximately 150 individuals registered so far.
- Anna Fuller, Program Coordinator, for the Birth-to-Three Program, has requested to be placed on the agenda for the next Board meeting, December 16, 2009.
- Ms. Kane reported that the department had a client pass away last week. This was not unexpected as the individual was receiving hospice care in the hospital. A brief discussion was held regarding the aging DD population and the increased medical needs that they are starting to present. Mr. Hanewall gave an update on two specific individuals that are currently in Rock Haven and the uncertainty regarding their discharge status.
- The current available Clerk Typist II position has been posted.
- Ms. Kane will be conducting an exit interview with Connie Martin prior to her last day, December 4, 2009. The department will be hosting a Farewell/Retirement Party for Connie on December 4<sup>th</sup> from 2:00 to 3:30pm on the 3<sup>rd</sup> floor of the HCC. Board members are welcome to come and say good-bye to Connie.
- An update on the implementation and transition to managed Care will be on the agenda for next month, December 16, 2009. Ms. Kane shared that the County Administrative Staff and 2 individuals from the State, as well as several departments, met on November 11, 2009.

#### **BOARD MEMBERS' SUGGESTIONS TO THE BOARD**

Ms. Jensen stated she had spoken with Jeff Kuglitsch regarding Robert's Rules of Order and had been told that she was correct on her right to vote at meetings and to request individuals move items on the agenda.

Mr. Peer complimented Ms. Jensen on her running on the meeting.

Ms. Kubiak stated she was still contemplating retiring prior to December 2010.

**ADDITIONAL CITIZEN SUGGESTIONS TO THE BOARD:**

none

**CORRESPONDENCE:**

Ms. Kane presented Ms. Kubiak a picture that she had obtained from Gary Bersell, KANDU, of her "Red Hat Ladies" volunteer group.

A letter from Senator Feingold regarding dental coverage for all individuals, including those with developmental disabilities was passed away for all to read.

Ms. Kane also shared a letter from RFW related to sheltered workshops and the potential changes that are being proposed. An update on this topic will be on next month's agenda.

**NEW BUSINESS:**

Ms. Kane stated that she has been in contact with two individuals that may have interest in serving on the Board. She will follow-up with both of these individuals. Discussion occurred regarding the terms of current individuals on the Board. Ms. Kane stated she would have this information in everyone's packet for the next meeting.

Ms. Kubiak will not be at the Board meeting in January 2010 as she will be on vacation.

The next DD Board Meeting will be held on Wednesday, December 16, 2009 at 6:30 P.M. at the Health Care Center in the Classroom.

Board Members were reminded to contact John Hanewall at 757-5052 or LuAnn Kane at 757-5048 if they are unable to attend this meeting.

**ADJOURNMENT**

On a motion by Nancy Lannert, seconded by Bridget Rolek, the meeting was adjourned at 7:45 PM. Motion carried.

Respectfully Submitted,  
John Hanewall, Deputy Director

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