

Rock County Developmental Disabilities Board
Meeting Minutes
October 28, 2009

CALL TO ORDER:

Chairperson Jensen called the meeting to order at 6:30 P.M.

MEMBERS PRESENT:

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

MEMBERS ABSENT:

Bridget Rolek

STAFF PRESENT:

LuAnn Kane-Director; John Hanewall-Deputy Director, Joanne Jones-Financial Manager

INTRODUCTION OF GUESTS:

Richard Kubiak; Judy Schroeder, Catholic Charities, Inc.

CITIZENS' SUGGESTIONS TO THE BOARD:

None

APPROVAL OF AGENDA:

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

APPROVAL OF MINUTES:

The minutes of the October 14, 2009 Board Meeting, with requested information noted related to parliamentary procedure, were approved on a motion by Louis Peer and seconded by Harriet Kubiak. Motion carried.

Ms. Lannert requested clarification on a point of order, that being, whether the preliminary endorsement of the DD Board's Budget needs to be an agenda item. She also asked for clarification as to whether the Chair is a voting member or may only cast a vote in cases of a tie vote. Mr. Hanewall will research this.

APPROVAL OF BILLS:

Ms. Kane clarified that the bills needed to reflect a \$9,500.00 adjustment (increase) due to the fact that a bill had been inadvertently discarded due to believing that it was duplication. This bill was in the matter of Ralph & Sue Welter for home modifications.

Ms. Kane also explained the 2 overdrafts in the bills that were initialed by Jeff Smith and the rationale for both. This money will be adjusted at the end of the year.

On a motion by Nancy Lannert, seconded by Jennifer Bishop, October 2009 bills in the amount of \$499,843.00 were approved. Motion carried.

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

Approval of a Pre-approved Encumbrance Amendments to Productive Living Systems, Inc. from \$237,485.00 to \$239,126.00 for one new client moving into their services this year was moved by Cheryl Drozdowicz and seconded by Louis Peer. Motion carried.

DIRECTOR'S REPORT ON PROGRAM ACTIVITIES:

The Director provided the following information:

Ms. Kane presented the Board with a Resolution commending Connie Martin for her years of service for the Board members' signature. Nancy Lannert moved this item and Jennifer bishop seconded it. Motion carried.

A handout was distributed announcing the Voluntary H1N1 Immunization Clinic for direct care staff will be held on November 6, 2009 at KANDU Industries. This is a collaborative effort with the Rock County Public Health Department and the Rock County Developmental Disabilities Board.

Ms. Kane handed out a flyer announcing the Public Hearing for the 2010 Budget. The hearing is scheduled for Wednesday, November 4, 2009 at 6:00 PM at the Rock County Courthouse.

Providers and consumers have received this handout and are welcome to attend and speak if they wish to do so.

Another handout announcing a Client Rights Training to be held Thursday, November 19, 2009 at the Rock County Job Center from 9:30 AM to 12:30 PM was distributed. This training is an opportunity for providers to obtain their in-services hours for the year. There is no cost for this training.

Ms. Kane informed the Board that we had a client pass away last week. He expired at home due to respiratory complications. She also shared that we currently have one client that is quite ill and receiving "comfort measures" only as part of the end of life process. In relation to these comments, Ms. Kane shared that our clientele/population is continuing to become older, frailer, and prone to requiring more nursing/health care. Due to these facts, more of our clients are requiring admission into nursing homes or long term care facilities.

On a sad note, Ms. Kane shared that Charmian Klyve-Department of Human Services Director had lost a brother this week. Ms Kane had sent condolences on behalf of the DD Board.

An update on the 2010 Budget was presented by Ms. Kane. She stated that the Department would be present for the County Board review of the 2010 Budget on Monday, November 2, 2009 at the courthouse. Ms. Kane explained that we are still in the process of making adjustments based upon changes that are occurring and how they effect the budget.

On November 11, 2009, Ms. Jones will attend a Wis-Line Tele Conference. This Conference relates to the Birth-to-Three Program. In relation to this subject, Ms. Kane distributed a handout illustrating some of the discrepancies related to the 2010 Budget. The focus of these discrepancies continues to be the proposed Maintenance of Effort (MOE) that the County is required to include in the budget. Ms. Jones explained the handout and answered questions from the Board members. She stated that the Wis-Line Conference should clarify some of these questions/discrepancies. Ms. Kane clarified that this recent information had been received by the department within the past 10 days and expanded on the difficulties that this creates in making budgetary decisions.

In relation to the Budget update, Ms. Lannert brought up the 124% increase in the Indirect Administrative Overhead for the department's budget. She stated that these monies could/should be used for services to consumers and stated that she continued to have difficulty accepting this. A discussion was held regarding the vacant Board member position. Ms. Kane explained that she had not heard back from either of the 2 individuals that had been approached to serve on the Board. At the Board's request, Ms. Kane will contact both of these individuals and inquire as to their interest. Ms. Kane also stated that she might have another perspective individual. She will update the Board at the next meeting. A brief discussion amongst the Board members was held inquiring as to the County Board's position on vacancies and if the Chair, Mr. Podzilni could offer any assistance in this matter or possibly even appoint an individual. Ms. Kubiak inquired as to how the relocation project was proceeding. Ms. Kane stated that the project was proceeding and that the department was holding meetings, scheduling assessments and still in the planning process. Mr. Hanewall clarified a point for Ms Kubiak that no one had been moved thus far, as she had stated, but that we were still in the planning process.

BOARD MEMBERS' SUGGESTIONS TO THE BOARD:

Ms. Lannert requested if the lighting situation in the front of the building could be looked into. Ms. Kane will do this with Security on meeting dates.
Mr. Peer expressed his thanks to the department for the work that we do.

ADDITIONAL CITIZEN SUGGESTIONS TO THE BOARD:

None

CORRESPONDENCE:

None

NEW BUSINESS:

The next DD Board Meeting will be held on Wednesday, November 18, 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 Cheryl Drozdowicz, seconded by Louis Peer, the meeting was adjourned at 7:45 PM. Motion carried.

Respectfully Submitted,
John Hanewall, Deputy Director

Not Official Until Approved by the Board