



**DEVELOPMENTAL DISABILITIES BOARD**

**MINUTES**

**October 27, 2010**

**CALL TO ORDER**

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

**MEMBERS PRESENT**

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

**MEMBERS ABSENT:**

Bridget Rolek, Becky Heimerl

**STAFF PRESENT**

LuAnn Kane, Director; John Hanewall, Deputy Director; Tahirih Carr DD Financial Worker

**INTRODUCTION OF GUESTS**

Jen Patridge, Catholic Charities, Inc., Mr. Kubiak

**CITIZENS SUGGESTIONS TO THE BOARD**

None

**APPROVAL OF AGENDA**

The agenda was approved on a MOTION BY Harriet Kubiak, SECONDED BY Lynda Olson. MOTION CARRIED.

**APPROVAL OF MINUTES**

The minutes from October 13, 2010 were approved on a MOTION BY Nancy Lannert, SECONDED BY Louis Peer. MOTION CARRIED.

**APPROVAL OF BILLS**

Bills in the amount of \$408,000.34 were approved on a MOTION BY Lynda Olson, SECONDED BY Harriet Kubiak. MOTION CARRIED.

### **APPROVAL OF CONTRACTS/ADDENDUMS,**

**A 2010 Purchase of Service Contract Addendum for Catholic Charities, Inc. to increase Line Item #62633 (Children's Waiver) from \$33,750 to \$61,242 (+27,492) was a result of hiring one full-time case manager and increasing hours for one current case manager to accommodate a state directive to take additional children off of the waiting list.**

**A 2010 Purchase of Service Contract Addendum for Innovative Living, Inc. to decrease Line Item #62604 (CIP1B) from \$73,009 to \$48,441 (-24,568) was a result of a change in the provider's corporate name to Innovative Living of Wisconsin. Both were APPROVED ON A MOTION BY Nancy Lannert, SECONDED BY Louis Peer. MOTION CARRIED.**

### **ENCUMBRANCES AND/OR LINE ITEM TRANSFERS**

**A Pre-Approved Encumbrance Amendment to increase Line Item #62633 (Children's Waiver) from \$33,750 to \$61,242 (+27,492) was a result of hiring one full-time case manager and increasing hours for one current case manager to accommodate a state directive to take additional children off of the waiting list.**

**A Pre-Approved Encumbrance Amendment for Productive Living Systems Inc. to increase Line Item #62604 (CIP1B) from \$288,255 to \$374,875 (+86,620) was a result of two clients moving into services. Both were APPROVED ON A MOTION BY Jennifer Bishop, SECONDED BY Cheryl Drozdowicz. MOTION CARRIED.**

**Line Item Transfers of \$73,986 from Line Item #62604 (CIP1B) and \$10,000 from Line Item #62606 (Family Support) to Line Items #62620 (CIP1A) \$38,990, #62601 (Purchase of Care) \$500, #62633 (Children's Waiver) \$44,496 were a result of additional funds needed for a Current CIP1A client filling a residential slot previously filled by a Nursing Home Relocation (CIP1B) client, a client in Purchase of Care client who is pending waiver funding eligibility and receiving community employment services that were originally budgeted in CIP1B and hiring one full-time case manager and increasing the hours of a current case manager in the Children's Long Term Waiver to accommodate a state directive to take additional children off of the waiting list. The Funds are available from CIP1B because funds were originally budgeted to cover services, which are now funded in CIP1A and Purchase of Care. The funds are available for CLTW services due to the availability of emergent funds in CIP1B and from Family Support because more children will be converted to CLTW due to a state directive to take additional children off of the waiting list. Line Item Transfers were APPROVED ON A MOTION BY Harriet Kubiak, SECONDED BY Lynda Olson. MOTION CARRIED**

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

Ms. Kane presented the 2011 Budget to Board Members and explained the budget process and answered questions from Board Members. The Board approved endorsement of the 2011 proposed budget without change on a MOTION BY Cheryl Drozdowicz, SECONDED BY Harriet Kubiak. MOTION CARRIED.

On November 1, 2010 the department heads will meet with County Board Supervisors; County Administrator Knutson will review the 2011 proposed budget. There will be a Public Hearing on the 2011 County Budget Wednesday, November 3<sup>rd</sup> at 6:00 P.M. at the Court House in the County Board Chambers. The Finance Committee will meet on Thursday November 4<sup>th</sup> at 7:30 A.M. to review the recommended 2011 budget. The County Board will meet Tuesday, November 9<sup>th</sup> to vote on adoption of the 2011 budget.

Mr. Hanewall reported that the ADRC steering committee's next meeting on Wednesday, November 3<sup>rd</sup> will focus on the technical components of the ADRC's operation.

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

**Chair Jensen reported receiving a complaint regarding the drop off/pick up and parking situation at Riverfront and asked that staff follow up these concerns.**

**DD BOARD MINUTES**

**ADDITIONAL CITIZENS SUGGESTIONS TO THE BOARD**

None

**CORRESPONDENCE**

Teresa Rhodes from REM e-mailed Ms. Kane to report that REM-Dommo Staff were nominated for The 2010 Ripple of Hope Award, a National Award with The Mentor Network. It is the first time that an entire home was nominated and chosen to win the award. The award ceremony will be held at the Boston Children's Museum on November 8, 2010. Board Chairperson, Ms. Jensen requested that a letter of recognition/appreciation be sent to REM Wisconsin II, on behalf of the Board.

**NEW BUSINESS**

Due to the Holidays, the Board APPROVED ON A MOTION BY Cheryl Drozdowicz, SECONDED BY Jennifer Bishop to only meet one time in November (11-17-2010) and one time in December (12-15-2010). MOTION CARRIED.

The next meeting will be on Wednesday, November 17<sup>th</sup> at the Rock County Health Care Center Classroom at 6:30 P.M.

**NOTE:**

Board Members are reminded to call John Hanewall 757-5052 or Ms. Kane at 757-5048 If unable to attend the meeting.

**ADJOURNMENT**

The meeting was adjourned on a motion by Louis Peer, seconded by Jennifer Bishop at 7:54 P.M.

Respectfully submitted,  
Tahirih Carr, DD Financial Worker

**NOT OFFICIAL UNTIL APPROVED BY THE BOARD**