



## DEVELOPMENTAL DISABILITIES BOARD

### MINUTES

August 26, 2015

#### **CALL TO ORDER**

Chair Peer called the meeting to order at 6:00 P.M.

#### **MEMBERS PRESENT**

Chairperson Louis Peer; Vice Chairperson, Becky Heimerl; Ed Brandsey, Jason Dowd, Nancy Lannert, Lynda Olson, Bridget Rolek

#### **MEMBERS ABSENT:**

Cheryl Drozdowicz, Greg Addie

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#### **STAFF PRESENT**

John Hanewall, Director; Tahirih Carr DD Financial Worker

#### **ADOPTION OF AGENDA**

A Motion to adopt the agenda was made by Ed Brandsey, seconded by Becky Heimerl. Motion carried.

#### **APPROVAL OF MINUTES**

A Motion to approve the minutes from August 12, 2015 was made by Bridget Rolek, seconded by Ed Brandsey. Motion carried.

#### **CITIZEN PARTICIPATION, COMMUNICATION AND ANNOUNCEMENTS**

None

#### **UNFINISHED BUSINESS**

None

#### **NEW BUSINESS**

##### **1. BILLS**

- A Motion to approve the bills in the amount of \$192,775.10 was made by Jason Dowd, seconded by Lynda Olson. Motion carried.

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

- A Motion to approve the following Purchase of Service Contract Addendum was made by Jason Dowd, seconded by Lynda Olson. Motion carried.
  - ◆ Productive Living Systems to decrease from \$1,420,786 to \$1,416,593 (-4,193) within Line Item #62604 (CIP B). This change is the result of one client leaving residential services and one new client moving into residential services at a lower care rate.

##### **3. ENCUMBRANCES**

None

#### **4. LINE ITEM TRANSFERS**

None

#### **5. QUARTERLY BUDGET REVIEW**

- Mr. Hanewall gave handouts to the board members with 2014 Budget Projections Final data as of 8/26/15 which shows the Dept. coming in under budget by \$149,000. This figure is not yet final as the State has yet to close their books. Mr. Hanewall also updated the Board as to the 2015 Budget Analysis Data thru the 2<sup>nd</sup> quarter of the year which currently shows the Dept. coming in slightly over budget, but again this figure is not final.

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

#### **1. Department Updates:**

- The Dept. is working on several projects. We are currently reviewing the financials for all of our placements in residential settings with corporate providers to insure they are accurate and up to date. We also doing some preliminary research regarding the overlap of services and evaluating the cost effectiveness of some programs and services.

#### **2. Budget Updates:**

- The Dept. submitted our Proposed 2016 Budget yesterday despite not having a critical number from the State. Based upon a series of e-mail exchanges, the State may be able to provide additional funding in CY16 to further fund the COP Special Project Award that the Dept. received in CY14 and CY15. This funding will direct the decision making process regarding the Budget. We will meet with the Administrative Team next Thursday, Sept. 3<sup>rd</sup> to discuss the proposed budget in more detail and make revisions as needed.

#### **3. Residential Placements:**

- We placed an individual into an Adult Foster Home this week from their parent's home due to issues related to accusations of physical abuse.

#### **4. Consumer Updates:**

- The Dept. and residential providers are looking into several incidents due to unusual number of accidents in the past couple of weeks resulting in injuries to several individuals.
- We had a client pass away this last week due to complications with a surgery.

#### **5. Providers' Concerns:**

- Sharyn Johnson, WARC/Guardian Friends, a corporate guardian, will be attending the next Board meeting, Sept. 9<sup>th</sup> to provide the Board with an informational overview of that agency.

#### **6. Staff Updates**

None

### **CORRESPONDENCE**

None

### **ITEMS FOR FUTURE BOARD MEETING CONSIDERATION**

The next meeting will be on Wednesday, September 9, 2015 at the Rock County Health Care Center Administration Conference room located in the lobby at 6:00 P.M.

#### **NOTE:**

Board Members are reminded to call John Hanewall 757-5052 if unable to attend the meeting.

**ADJOURNMENT**

A motion to adjourn the meeting was made by Becky Heimerl, seconded by Nancy Lannert at 6:37 P.M.

**Respectfully submitted,  
Tahirih Carr, DD Financial Worker**

**NOT OFFICIAL UNTIL APPROVED BY THE BOARD**