



## **DEVELOPMENTAL DISABILITIES BOARD**

### **MINUTES**

**May 14, 2014**

#### **CALL TO ORDER**

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

#### **MEMBERS PRESENT:**

Chairperson Louis Peer; Vice Chairperson, Becky Heimerl; Gregg Addie, Ed Brandsey, Jason Dowd, Cheryl Drozdowicz, Nancy Lannert,

#### **MEMBERS ABSENT:**

Lynda Olson, Bridget Rolek

#### **STAFF PRESENT:**

John Hanewall, Director; Tahirih Carr DD Financial Worker

#### **ADOPTION OF AGENDA**

A MOTION to adopt the agenda was made BY Becky Heimerl, SECONDED BY Cheryl Drozdowicz. MOTION CARRIED.

#### **APPROVAL OF MINUTES**

A MOTION to approve the minutes from April 23, 2014 was made BY Ed Brandsey, SECONDED BY Gregg Addie. MOTION CARRIED.

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

Mr. Hanewall distributed a handout for a community event at the Pontiac Convention Center May 15, 2014 from 6:30-8:30 p.m. to introduce the 3 finalists for County Administrator Position. There will be an opportunity to meet the candidates and leave feedback on a comment card to assist in the selection process. This event is open to the public and all are encouraged to attend.

Ms. Heimerl announced that after much work with one of her students and with the assistance of former board member Mike Rundle, this student will be receiving an accommodation from the Janesville Police Dept. at 2:30 p.m. on May 15<sup>th</sup>, 2014.

#### **TOUR OF KANDU-BARBERRY PLANT & PRESENTATION BY GARY BERSELL, EXECUTIVE DIRECTOR**

Mr. Bersell introduced Mike Ellis, Operations Director and Julie Smith, Program Coordinator to the Board before Mr. Ellis took everyone on a tour of the production floor and gave a brief overview of operations with opportunities for questions and answers. A short presentation explaining Kandu's programs was given by Ms. Smith and Mr. Bersell.

Mr. Bersell distributed a handout inviting the Board to a Caregivers Conference on Wednesday, July 23<sup>rd</sup>, 2014 from 8:30 a.m.-3:00 p.m. at the Pontiac Convention Center. For more information please call (608) 755-4123.

#### **UNFINISHED BUSINESS**

DD BOARD MINUTES

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None

## **NEW BUSINESS**

### **1. BILLS**

- A MOTION to approve the bills in the amount of \$315,478.37 was made BY Nancy Lannert, SECONDED BY Betsy Heimerl. MOTION CARRIED.

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

None

### **3. ENCUMBRANCES**

- A MOTION to approve the following encumbrances was made BY Cheryl Drozdowicz, SECONDED BY Becky Heimerl. MOTION CARRIED.
  1. A Pre-Approved Encumbrance Amendment for Abilities Inc. to increase within Line Item #62604 (CIP 1B) from \$365,380 to \$444,861 (+79,481) was due to 2 current CIP 1B residential clients moving into residential services from another provider.
  2. A Pre-Approved Encumbrance Amendment for REM Wisconsin III Inc. to increase within Line Item #62604 (CIP 1B) from \$460,219 to \$528,816 (+68,597) was due to 1 current residential CIP 1B client moving into residential services from another provider.

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

None

### **5. ELECTION OF VICE-CHAIR**

- Nominations for Vice-Chair were opened by Chair Peer.
- A Nomination for Becky Heimerl was made BY Nancy Lannert, SECONDED BY Ed Brandsey. Ms. Heimerl accepted the nomination.
- No other nominations were made. Chair Peer closed nominations.
- The Board voted unanimously for Becky Heimerl to the Vice-Chair position.

### **6. SETTING MEETING DAY AND TIME**

- The Board discussed meeting times and days. After a brief discussion of options, a motion to continue to hold the DD Board meetings at 6:00 p.m. on the 2<sup>nd</sup> and 4<sup>th</sup> Wednesdays of the month was made by Nancy Lannert, seconded by Cheryl Drozdowicz. Motion carried.

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

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

- The Dept. has contracted with a consultant to do an evaluation on an individual in the community from the waiting list to assess his needs and possible service options.
- The Dept. has purchased 4 flat screen monitors for staff to replace the old CRT monitors. The Dept. hopes to replace the remaining 3 CRT monitors with flat screens this fall or in 2015.
- The Dept. has been evaluating needs and planning services for approximately 10-12 individuals from the waiting list. These individuals will be new opens utilizing the funding that the State has provided to the County to open up new clients. These openings will be a mixture of long time waiting list clients, some transitioning due to graduation, and a couple that the DD Board will be acquiring from the Human Services Dept.

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

- The 2015 Budget Kick-Off meeting will be held June 13<sup>th</sup>, 2014 with the County Administrative team. The Preliminary plan is to develop a "Cost to Continue" Budget, keeping our levy request at what we received in 2014.
- In regards to the "sunset" of the Brain Injury Waiver Program and the 8 individuals that were to be transitioned to the Human Services Dept., the State approved a plan for the DD Board and HSD to draft an Memorandum of Understanding (MOU) that will allow the DD Board to continue to serve these individuals and have the fiscal (billing/funding) be processed through HSD. This will allow for continuity of Services and minimize any effects of the decision by the State not to renew the Brain Injury Waiver Program. A meeting to finalize these details will be held on May 22<sup>nd</sup>, 2014 with the DD Board, HSD and State representatives.

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

- The Dept. transitions an individual from Human Services/Juvenile Justice to our department today (5/14/14) and was placed with Productive Living Systems and assigned a case manager from Catholic Charities.
- The Dept. is working on several other placements at this time.

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

None

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

None

### **6. Staff Updates**

None

## **CORRESPONDENCE**

None

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

Care WI has asked to do a presentation for the Human Services Board and DD Board meetings on May 28<sup>th</sup>, 2014 in the HCC Auditorium.

Ms. Drozdowicz reminded the Board that she will not be able to attend the May 28<sup>th</sup> meeting.

The next meeting will be on Wednesday, May 28<sup>th</sup>, 2014 at 6:00 p.m. at the Rock County Health Care Center Auditorium at 6:00 P.M.

NOTE:

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

## **ADJOURNMENT**

The meeting was adjourned on a MOTION BY Ed Brandsey, SECONDED BY Becky Heimerl at 7:43 p.m.

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

**NOT OFFICIAL UNTIL APPROVED BY THE BOARD**