



DEVELOPMENTAL DISABILITIES BOARD

MINUTES

November 16, 2011

Due to the Absences of both Chair Jensen and Vice Chair Drozdowicz the remaining seven board Members present reached a unanimous consensus to name Lynda Olson Acting Vice Chair for the November 16, 2011 meeting so that business could still be conducted without interruption due to the absences of the Chair and Vice Chair. Ms. Olson accepted.

CALL TO ORDER

Acting Vice Chair Olson called the meeting to order at 6:32 P.M.

MEMBERS PRESENT

Acting Vice Chair Lynda Olson, Nancy Lannert, Louis Peer, Bridget Rolek, Becky Heimerl, Ed Brandsey, Terry Fell

MEMBERS ABSENT:

Chairperson Marilynn Jensen; Vice Chairperson, Cheryl Drozdowicz

STAFF PRESENT

John Hanewall, Director; Jen Patridge, Deputy Director; John Weber, Contract Compliance Specialist; Tahirih Carr DD Financial Worker

INTRODUCTION OF GUESTS

Anna Fuller, C.E.S.A #2 Birth to Three Program

CITIZENS SUGGESTIONS TO THE BOARD

None

APPROVAL OF AGENDA

The agenda was approved on a MOTION BY Bridget Rolek, SECONDED BY Nancy Lannert. 6 Assented, 0 dissented. MOTION CARRIED.

APPROVAL OF MINUTES

After a great deal of discussion regarding the motion under "Board Members Suggestions to the Board" from the minutes from October 26, 2011, Louis Peer MOVED TO AMEND the minutes from the October 26, 2011 minutes under "Board Members Suggestions To The Board" after the words "Motion Carried." to read "There was not clarification of this motion prior to the vote." Terry Fell SECONDED THE AMENDMENT. 5 Assented, 0 dissented, 1 abstained due to being absent from the October 26th meeting. The minutes from October 26, 2011 were approved as

amended on a MOTION BY Louis Peer, SECONDED BY Ed Brandsey. 5 Assented, 0 dissented, 1 abstained due to being absent from the October 26th meeting. MOTION CARRIED.

APPROVAL OF BILLS

Bills in the amount of \$312,912.21 were approved on a MOTION BY Becky Heimerl, SECONDED BY Terry Fell. 6 Assented, 0 dissented. MOTION CARRIED.

APPROVAL OF CONTRACTS/ADDENDUMS,

A 2011 Purchase of Service Contract with Encompass Healthcare & Assisted Living, Inc. not to exceed \$18,400 within Line Item #62604 (CIP1B) due to a current provider, Innovative Living of Wisconsin, Inc. changing their name to Encompass Healthcare & Assisted Living, Inc. was APPROVED ON A MOTION BY Bridget Rolek, SECONDED BY Becky Heimerl. 6 Assented, 0 dissented. MOTION CARRIED.

A 2011 Purchase of Service Contract Addendum for C.E.S.A. #2 Vocational Program to increase from \$0 to \$397 (+397) within Line Item #62627 (Brain Trauma) and decrease from \$321,705 to 321,308 (-397) within Line Item #62604 (CIP1B) due to a current Brain Trauma client resuming long-term support employment services that are budgeted in CIP1B, a 2011 Purchase of Service Contract Addendum for Lutheran Social Services of WI & Upper MI, Inc. to increase from \$908,019 to \$924,965 (+16,946) within Line Item #62604 (CIP1B) this change is a result of one new client moving into residential services at the Crosby Group Home, and a 2011 Purchase of Service Contract Addendum for Innovative Living of Wisconsin, Inc. to decrease from \$73,009 to \$54,609 (-18,400) within Line Item #62604 (CIP1B) as a result of changing their name to Encompass Healthcare & Assisted Living, Inc. were APPROVED ON A MOTION BY Nancy Lannert SECONDED BY Louis Peer. 6 Assented, 0 dissented. MOTION CARRIED.

ENCUMBRANCES AND/OR LINE ITEM TRANSFERS

NONE

DIRECTOR'S REPORT ON PROGRAM ACTIVITIES

- Mr. Hanewall met with the State Birth to Three team and our Providers on Monday, November 14, 2011 to review 2 areas of non-compliance. They are also developing a plan to delineate responsibilities for both CESA 2 and Rehab Resources in completing the annual Self-Assessment. Ms. Fuller added that the non-compliance issues were from 1 ½ -2 years ago and have since been resolved.
- Mr. Hanewall reported that John Weber, Contract Compliance Specialist for the DD Board met with REM Wisconsin on Monday, November 14, 2011 to review the Canyon Apartment Program to address concerns of the Department and case managers. Mr. Weber reports that REM was able to develop a system of checks and balances related to health and safety issues prior to the meeting.
- Last week, Mr. Hanewall, Ms. Patridge and Mr. Weber met with Lutheran Social Services to discuss health and safety concerns, procedures and protocol regarding the Center Ave. home. The State will be doing a follow-up visit to the Center Ave home regarding several concerns surrounding safety and emergency protocols.
- Mr. Hanewall reported that he would be out of the office on Friday, November 18, 2011.
- Mr. Hanewall informed the Board that the Rock County Board of Supervisors adopted the 2012 County Budget Tuesday, November 15, 2011. Ms. Jones will now be sending out notification letters to our providers and getting 2012 contracts together.

BOARD MEMBERS SUGGESTIONS TO THE BOARD

Ms. Lannert asked Mr. Hanewall if he could arrange for someone to come to an upcoming meeting to give the Board a refresher course on Robert's Rules of Order in order to avoid future confusion regarding meeting procedures. Mr. Fell and Mr. Peer agreed and would also like to have discussion about having a procedure in place regarding taking a vote.

Ms. Lannert again voiced concern regarding the lights around and under the canopy in front of the Health Care Center building not being on. Mr. Hanewall and Ms. Carr said that this would get reported to the Maintenance Dept. (Please note that on Thursday, November 17, 2011 Ms. Carr reported this issue to Maintenance and was told that this issue would be resolved today, November 17, 2011.)

Ms. Heimerl wanted the Board to know that when she made the motion at the last meeting regarding Chair Jensen contacting the County Administrator's office to set a time to review the 2012 Recommended County Budget it was not meant to be disrespectful to the Department but was made in order to give voice to Ms. Fuller and the group of concerned citizens that made the request to the Board.

ADDITIONAL CITIZENS SUGGESTIONS TO THE BOARD

Ms. Fuller thanked Mr. Hanewall for his help setting up the Self-Assessment and meeting with the State Birth to Three team. Ms. Fuller wanted to clarify that in regards to the above-mentioned motion made by Ms. Heimerl at the October 26, 2011 meeting, that she, Ms. Fuller, was not acting on behalf of herself or the CESA 2 Birth to Three Program but for large group of concerned citizens.

CORRESPONDENCE

None

NEW BUSINESS

The next meeting will be on Wednesday, December 14, 2011 at the Rock County Health Care Center Classroom at 6:30 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 Nancy Lannert, SECONDED BY Terry Fell at 7.35 P.M.

Respectfully submitted,
Tahirih Carr, DD Financial Worker

NOT OFFICIAL UNTIL APPROVED BY THE BOARD