



**DEVELOPMENTAL DISABILITIES BOARD**

**MINUTES**

**May 8, 2013**

**CALL TO ORDER**

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

**MEMBERS PRESENT**

Chairperson Louis Peer; Vice Chairperson, Becky Heimerl, Cheryl Drozdowicz, Lynda Olson, Ed Brandsey, Terry Fell

**MEMBERS ABSENT:**

Bridget Rolek, Nancy Lannert, Mike Rundle

**STAFF PRESENT**

John Hanewall, Director; Susan Armstrong, DD Financial Worker

**ADOPTION OF AGENDA**

The agenda was approved on a MOTION BY Terry Fell, SECONDED BY Ed Brandsey MOTION CARRIED.

**APPROVAL OF MINUTES**

The minutes from April 24, 2013 were approved on a MOTION BY Lynda Olson, SECONDED BY Becky Heimerl. MOTION CARRIED.

**CITIZENS PARTICIPATION, COMMUNICATION AND ANNOUNCEMENTS**

Melissa Stoltz, Citizen and Jessica DuBois, Catholic Charities Inc.

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

**1. BILLS**

- Bills in the amount of \$112,069.95 were approved on a MOTION BY Terry Fell, SECONDED BY Ed Brandsey. MOTION CARRIED.

**2. APPROVAL OF CONTRACTS/ADDENDUMS**

- 2012 Addendum: Paragon Community Services LLC increasing Line Item #62620 (CIP 1A) from \$19,000 to \$19,765 (+765). Additionally decreasing Line Item #62627 (Brain Trauma) from \$21,500 to \$20,735 (-765) due to a need in day services for one current

CIP 1A client and a decrease in need in day services for one current Brain Trauma client. This addendum was approved on a MOTION BY Lynda Olson SECONDED BY Becky Heimerl. MOTION CARRIED.

3. ENCUMBRANCES

None

4. LINE ITEM TRANSFERS

None

5. QUARTERLY BUDGET REVIEW

Mr. Hanewall supplied the board with the most current figures of the 2012 and 2013 Budget. The 2012 budget currently is projecting that the Department is under budget by \$562,250. Mr. Hanewall reminded the Board that this is County Levy monies that were not spent and were a result of numerous factors. The current 2013 budget projections reflect that the Department is under budget by \$77,549. Mr. Hanewall reminded the Board that these amounts, especially the 2013 amounts will change in the coming months. Overall the DD Board is confident that when the 2012 budget amounts are finalized that the Department will return unused Levy monies back to the General Fund.

DIRECTOR'S REPORT ON PROGRAM ACTIVITIES

1. Department Updates:

- Mr. Hanewall met with Walworth and Jefferson County on Friday, May 3<sup>rd</sup>, to discuss/explore the feasibility of a consolidated Birth-to-Three Program in 2014 and whether a Request for Proposal should be generated by the group. The meeting was very productive and there are several providers that have expressed interest in this potential undertaking. We are currently compiling data and will utilize this information when we meet again on June 6<sup>th</sup> to further the discussion regarding how we would like to proceed.

2. Budget Updates:

- The 2014 County Budget Kick-off Meeting will be held on June 14<sup>th</sup>.
- Mr. Hanewall asked the Board members to consider holding the July meeting on July 17<sup>th</sup> and then the Department's Public Hearing will be held following the meeting. A MOTION was made by Ed Brandsey and SECONDED by Terry Fell. MOTION CARRIED.

3. Residential Placements

- We successfully completed the repairs and home modifications for the home that a young man who we serve resides. We had considerable assistance in coordinating this project with our State contacts.
- We will be relocating the three residents that reside at Center Ave (LSS) by the end of the month. This decision was made based on numerous factors that the Department has been monitoring over a period of time. LSS was made aware of this decision on April 26<sup>th</sup>. The Department will no longer have any clients receiving residential services from LSS.

4. Consumer Updates

- KANDU held a client fun night at Rivers Edge Bowling Alley on May 1<sup>st</sup>. The Alley provided all 24 lanes to KANDU and approximately 90-100 clients attended. Numerous volunteers assisted with the event and Best Events catered the evening meal to all the participants. KANDU will also be hosting a Snappers

Game on May 24<sup>th</sup> for their clients, and one lucky client will be picked to throw the first pitch of the game.

**5. Providers' Updates**

- None

**6. Staff Updates**

- Staff will be assisting with the Rock Haven move on Monday, May 13<sup>th</sup> in two hour shifts.
- We have begun the recruitment/hiring process for the MAPC Nurse position.

**CORRESPONDENCE**

Mr. Hanewall gave a handout on Acronyms and Definitions to the Board for review.

**ITEMS FOR FUTURE BOARD MEETING CONSIDERATION**

Mr. Hanewall suggested that if time permits in future meetings that we might have informational subjects during the meetings. The Board agreed that it would be nice to understand different aspects of the department.

Mr. Fell reminded the Board that Rock Haven will have an open house and ribbon cutting May 11<sup>th</sup> from 1-4.

The next meeting will be on Wednesday, May 22, 2013 at Riverfront, 1107 Barberry Dr, Janesville WI at 6:00 P.M.

**ADJOURNMENT**

The meeting was adjourned on a MOTION BY Terry Fell, SECONDED BY Lynda Olson at 6:57 P.M.

Respectfully submitted,  
Susan Armstrong, DD Financial Worker

**NOT OFFICIAL UNTIL APPROVED BY THE BOARD**