

Developmental Disabilities Board P.O. Box 1867 Janesville, WI 53547-1867 Phone 608/757-5050 Fax 608/758-8482

DEVELOPMENTAL DISABILITIES BOARD

MINUTES

March 28, 2012

CALL TO ORDER

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

MEMBERS PRESENT

Chairperson Marilynn Jensen, Lynda Olson, Louis Peer, Bridget Rolek, Ed Brandsey, Terry Fell

MEMBERS ABSENT:

Vice Chairperson, Cheryl Drozdowicz; Nancy Lannert, Becky Heimerl

STAFF PRESENT

John Hanewall, Director; Tahirih Carr DD Financial Worker

ADOPTION OF AGENDA

The agenda was adopted on a MOTION BY Terry Fell, SECONDED BY Lynda Olson. MOTION CARRIED.

APPROVAL OF MINUTES

The minutes from March 14, 2012 were approved on a MOTION BY Louis Peer, SECONDED BY Ed Brandsey. MOTION CARRIED.

CITIZEN PARTICIPATION, COMMUNICATION AND ANNOUNCEMENTS

None

UNFINISHED BUSINESS

None

NEW BUSINESS

1. BILLS

• Bills in the amount of \$338,836.31 were approved on a MOTION BY Terry Fell, SECONDED BY Ed Brandsey. MOTION CARRIED.

2. APPROVAL OF CONTRACTS/ADDENDUMS,

• A 2012 Contract for Independent Journeys, Inc. from \$0 to \$101,585 (+101,585) within Line Item #62604 (CIP1B), a result of 1 client moving into a residential setting from an institution, was approved on a MOTION BY Becky Heimerl, SECONDED BY Louis Peer. MOTION CARRIED.

- The following 2012 Purchase of Service Contract Addendums were approved on a MOTION BY Lynda Olson, SECONDED BY Becky Heimerl. MOTION CARRIED.
 - i. Abilities, Inc. to increase from \$166,747 to \$222,104 (+55,357) within Line Item #62604 (CIP1B). This change is the result of one client moving into services.
 - ii. Alternative Home Care to change contract language on Page 1, Section I, (C)Contract Administrators Delete the name "Patricia Hubbard" and change name to "Kimberly Hubbard-Hernandez". Change Page 5 of the 2012 contract to read as follows:
 - B. Rates and Units of Service
 - 1. Rate for:

Cip1B, Line Item 62604

Not to exceed \$58,000

The Provider's capacity of program is 8. The rate structure for this contract is based on Occupancy of 8.

Unit cost will be based on hours of attendance with a maximum of 3,222.22 hours per annum. The unit cost will be an average of \$18 per hour per person.

CIP1A, Line Item 62620

The Provider's capacity of program is 1. The rate structure for this contract is based on occupancy of 1.

Unit cost will be based on **hours** of attendance with a maximum of **1,777.78 hours** per annum. The unit will be an average of **\$18** per **hour** per **person**.

This modification is the result of an increase in per unit cost from \$15 per hour to \$18 per hour. This modification does not change the total contract amount.

- iii. Cartographics to increase from \$156,284 to \$219,074 (+62790) within Line Item #62604 (CIP1B) and decrease from \$22,376 to \$671 (-21,705) within Line Item #62601 (Purchase of Care). This change is the result of 2 current residential clients who have moved into a CIP eligible home. The clients' funding was originally budgeted in Purchase of Care. And change contract language on Page 1, Section I, (C) Contract Administrators Delete the name "Patricia Hubbard" and change to "Kimberly Hubbard-Hernandez".
- iv. Brotoloc South, Inc. to modify Page 6 of the 2012 contract as follows:
 - B. Rates and Units of Service

Rate for:

CIP 1B Line Item 62604 Day Program Not to exceed \$2,248 The Provider's capacity of program is 1. The rate structure for this contract is based on occupancy of 1.

Unit cost will be based on days of attendance with a maximum of 77.52 days per annum. The unit cost will be \$29 per day.

This modification is the result of changing the attendance and unit cost from hours to days under Day Program. This modification does not change the total contract amount.

v. Dungarvin Wisconsin, LLC to increase from \$2,665,421 to \$2,704,504 (+39,083) within Line Item #62604 (CIP1B). This change is the result of an increase in clothing and personal for one client in the Kellogg Home, the

addition of care cost for one client at the Kellogg Home that was not budgeted for 2012, and the an increase in care for client at Lee Lane.

vi. Creative Community Living Services, Inc. to change contract language on Page 1, Section I, (C) Contract Administrators – Delete the name "LuAnne Barnet" and change to "Richard Hintz".

3. ENCUMBRANCES

None

4. LINE ITEM TRANSFERS

None

DIRECTOR'S REPORT ON PROGRAM ACTIVITIES

- 1. Program Activities:
 - Mr. Weber has begun doing certification visits with Providers.
- 2. Budget Updates:
 - Received a High Cost Cop Award for a consumer, which will allow this consumer to recuperate at home vs. a nursing home following surgery.
 - A Request for Bids is being solicited for a home modification for the purpose of making the bathroom handicap accessible for a consumer.
 - Ms. Jones is completing the 2011 financial reports.
- 3. Residential Placements:
 - 4 Individuals have been placed in community settings.
 - Currently working with a Provider in developing a placement for an individual due to be discharged from an institution within the next month or so.
 - Working on an emergency placement for an individual.
- 4. Consumer Updates:

None

- 5. Providers' Concerns:
 - Kandu's Fish Fry held on March 23rd was another success.
- 6. Staff Updates:
 - The Dept. will be closed on Friday, April 6th for the Spring Holiday.
 - Ms. Patridge has completed the Incident Report Data for 2011 and can give a report to the board if the want.

CORRESPONDENCE:

None

ITEMS FOR FUTURE BOARD MEETING CONSIDERATION:

Have Ms. Patridge report on 2011 Incident Report Data at the next meeting.

The next meeting will be on Wednesday, April 11, 2012 at the Rock County Health Care Center 3rd floor Conference room at 6:30 P.M.

DD BOARD MINUTES

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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 Lynda Olson, SECONDED BY Terry Fell at 7:00 P.M.

Respectfully submitted, Tahirih Carr, DD Financial Worker

NOT OFFICIAL UNTIL APPROVED BY THE BOARD