

WASHINGTON COUNTY
COMPREHENSIVE COMMUNITY SERVICES AGENCY
BOARD OF DIRECTORS

January 18, 2007

Meeting called to order at 9:00 a.m. in Room 1023 of the Public Agency Center, 333 East Washington Street, West Bend, Wisconsin, by Chairperson J. Spindler, who read the open meeting statement.

MEMBERS PRESENT: Donald Berchem, Leslie Borman, Sarah Follett, Richard Gundrum, Donald Kempf, Patricia McIntee, James Spindler, Gregory Young

GUEST: Lynn Dee Murphy

CCSA STAFF PRESENT: Karen Alt, Debra DuFour, Carolyn Mangan-Casey, Ruth Reines, Christine Sabel, Jim Strachota

Review of Minutes: D. Kempf made motion, L. Borman seconded, to approve the December 21, 2006, CCSA Board meeting minutes as distributed. Carried.

Financial Update: Although the financial reports currently project \$38,739.00 of County funding remaining, there are many outstanding factors that could change that amount before the 2006 books are closed on February 23, 2007. An update will be available for the next meeting.

Policy Regarding Sample Medications: Previously, sample medications provided by pharmaceutical companies were distributed by the Mental Health Center staff on a “first come, first served” basis. This proposed policy and procedure prioritizes which individuals have the greatest need and indicates a requirement that they be involved in therapeutic treatment to receive these samples. Discussion followed.

D. Berchem made motion to approve the Washington County Mental Health Center Psychotropic Medication Sample Distribution Policy and Procedure as written; G. Young seconded. Carried.

Lifespan Clinical Services: This is the new name for the outpatient section of the Mental Health Center to better reflect the mission and philosophy of that program, replacing Family Education and Treatment Program (FETP). A new brochure has been developed describing Lifespan and the services available.

Closed Session Pursuant to s. 19.85 (1)(c) Wis. Stats. “Considering annual performance evaluation data of the Program Director”: L. Borman made motion to go into closed session; D. Berchem seconded. Motion carried unanimously on a roll call vote.

Re-open Meeting: Motion made by D. Kempf, seconded by R. Gundrum, to return to open session. Unanimous approval by roll call vote.

P. McIntee officially announced her resignation from the CCSA Board effective February 28, 2007.

Copies of a calendar of dates and locations for 2007 Board meetings were distributed. The next CCSA Board meeting is scheduled for February 22 (instead of the usual third Thursday of the month).

Motion made by G. Young to adjourn; L. Borman seconded. Carried. Meeting adjourned at 10:55 a.m.

Respectfully submitted,

Patricia McIntee, Board Secretary
Jim Strachota, Recording Secretary
Karen Alt, Recording Secretary

Copies of all non-privileged material pertinent to this meeting are available at the CCSA office.