

WASHINGTON COUNTY
COMPREHENSIVE COMMUNITY SERVICES AGENCY
BOARD OF DIRECTORS

January 19, 2006

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 T. Smith, who read the open meeting statement.

MEMBERS PRESENT: Donald Berchem, Daniel Goetz, Donald Kempf,
Patricia McIntee, Debra Reak, Thomas Smith,
James Spindler

MEMBERS EXCUSED: Judie Lewis, Ruth Schmitt

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

Review of Minutes: D. Goetz made motion, D. Kempf seconded, to approve the December 15, 2005, CCSA Board meeting minutes as distributed. Carried.

WIMCR Payment: The supplemental WIMCR payment of \$203,723 received recently was for 2003 activities. CCSA budgeted \$550,886 in WIMCR funding for 2005 and actually received \$790,327. Adjustments will need to be made in other areas, such as State Community Aid. Hopefully, the end result is budget neutral or a small surplus.

Two Acute Care Services staff members will be attending training on non-violent intervention techniques, which is required by standards, at a cost of \$1,200 each.

Acute Care Services Update: With several months' experience, several changes to staffing patterns and process were proposed. These adjustments will not change the total costs for the program. Quarterly updates on Acute Care Services will be made to the CCSA Board. Discussion followed.

Status on New Positions: One accounting employee recently retired, and Carole Takacs has been hired to fill that position. An additional MSW position began in the Community Treatment Services (CTS) area in 2006. Sue Thornton, formerly a CTS Mental Health Specialist, moved into the MSW role; and a MH Specialist should soon be hired to fill that open position. Another current staff member has been promoted; Pam Frank, formerly the DD Benefits Specialist, has been hired as a DD Case Manager. Hiring for the Benefits Specialist position is in process. The full-time MSW therapist position in Acute Care Services will be reduced to part-time, which should be filled soon. Any staffing adjustments in the Outpatient Services area will be addressed during the next agenda item.

2006 Agency Directions: The Community Mental Health and AODA disability systems are moving toward consumer empowerment to reach and sustain recovery via individualized treatment and care. Individuals have personal goals and build on their strengths with assistance from a variety of services and support systems. Service providers will be utilizing best practices models and outcomes profiles.

In Outpatient Services, therapists have been averaging up to 25 clients per week, with the biggest need for therapy time for children. One of the part-time psychiatrists has given his resignation effective July 31 of this year, and the hiring process for a replacement will begin. The Patient Assistance Program, a vital component helping clients receive needed medications and currently staffed by the outpatient registered nurse, is highly utilized. A suggestion has been made that 20 hours per week of a full-time bachelor's degree position would include monitoring the Patient Assistance Program and the other 20 hours per week in the Children's Resource Project. This full-time position exists within the County Code but is not currently filled. No new funds will be needed for this position. New guidelines for outpatient mental health services will be examined and implemented prior to State certification review in 2007. The CCSA client data computer system will be enhanced to provide better outcome-based information. Records retention is an ongoing process not only for the Mental Health Center health information section but for the entire agency.

Transitioning of several DD residential programs to new providers successfully took place on December 31, 2005, with three new properties. A goal of establishing stronger connections between provider staff and people receiving services as well as their families has been set. Some of the issues the DD Task Force and staff will be focusing on are waiting lists, long-term care redesign, employment services, residential programming and options, positive transitioning of individuals from school to adult services, planning and transitioning for persons needing services who are moving into Washington County and addressing the ever-changing needs of individuals.

Comments were expressed by Board members throughout the discussion on 2006 CCSA directions.

Program Director Update: Handouts were distributed with updates on the status of the proposed resolution for Mental Health Institutes, County procedures, CCSA brochures, upcoming CCSA Board meetings and the "Celebrate Families" event. The next CCSA Board meeting is scheduled for February 23 instead of the usual third Thursday of the month, which would be the 16th. D. Berchem indicated he will not be able to attend the February meeting. There will not be a meeting held in March. Discussion followed on meetings in April and May with regard to County Board elections and State Statute requirements.

D. Kempf made motion, seconded by D. Berchem, to adjourn. Carried. Meeting adjourned at 11:09 a.m.

Respectfully submitted,

Patricia McIntee, Board Secretary
Karen Alt, Recording Secretary

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