

WASHINGTON COUNTY  
COMPREHENSIVE COMMUNITY SERVICES AGENCY  
BOARD OF DIRECTORS

February 21, 2008

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, LynnDee Murphy, James Spindler, Gregory Young

MEMBERS EXCUSED: Rachel Rosenthal Garza

CCSA STAFF PRESENT: Karen Alt, Debra DuFour, Carolyn Mangan-Casey, Ruth Reines, Angela Schickert, Jim Strachota, Kay Thuecks

Review of Minutes: L. Murphy made motion, R. Gundrum seconded, to approve the January 17, 2008, CCSA Board meeting minutes as distributed. Motion carried.

Human Services/Family Care Update: Copies of materials including an outline and timeline to study the feasibility and impact of forming a human services department were distributed. If a Human Services Department model is approved by the County Board in April, CCSA and the Department of Social Services would be combined into one department with one board of directors appointed by the County Board Chair. The potential implementation date is May 1, 2008.

The transition to Family Care is ongoing. Memoranda of Understanding have been signed between the County and the two care management organizations (CMO's).

Status of Nursing Positions: Both CMO's have decided to hire the required nursing staff. Motion made by R. Gundrum, seconded by G. Young, to rescind the motion made at a previous meeting to permit CCSA hiring for two nursing positions. Carried. To be discussed at a future meeting is the proposed upgrade of the current Benefits Specialist position to a Case Manager. In the Developmental Disabilities area, staff will continue to work with children and families, those involved in the court system and any developmentally disabled persons not eligible for the Family Care program. For those individuals in the Mental Health and Alcohol and Other Drug Abuse areas, no changes are anticipated in the near future. The change to Family Care could impact office and accounting staff.

2007 Financial Closing Report: CCSA's final 2007 financial report indicates a \$110,732 deficit and an accounts receivable amount of \$2,043,750. Unanticipated inpatient placements at Winnebago and Mendota Mental Health Institutes account for the majority of the deficit.

Motion made by G. Young to accept the final CY2007 CCSA closing financial report including the accounts receivable amount; L. Borman seconded. Carried.

2007 Contract Addenda: Handouts were distributed and explained detailing provider contract amounts at the beginning of the year and final amounts for 2007.

D. Berchem made motion to approve preparation of 2007 Adult Family Home contract addenda as presented; D. Kempf seconded. Carried.

Motion made by L. Borman, R. Gundrum seconded, to approve preparation of 2007 contract addenda for the Alcohol and Other Drug Abuse disability as indicated. Motion carried.

S. Follett made motion, seconded by G. Young, to approve preparation of 2007 contract addenda in the area of Developmental Disabilities. Carried.

L. Borman made motion to approve preparation of 2007 contract addenda for the Mental Health disability as presented; D. Kempf seconded. Carried.

2007 Disability Transfer: According to the 2007 CCSA Financial Report presented previously, Administration has a \$108,725 surplus, AODA has a \$71,742 surplus, DD has a surplus of \$41,004 and MH has a deficit of \$332,203. At the final year-end closing, the Board has the responsibility to balance each disability and keep deficits in only a few areas. Requests were made to decrease the Mental Health deficit by transferring \$105,000 from Administration to MH; \$70,000 from AODA to MH; and \$40,000 from DD to MH. If these transfers are made, Administration shows a surplus of \$3,725; AODA has a surplus of \$1,742; DD indicates a \$1,004 surplus and MH comes in with a deficit of \$117,203.

Motion made by G. Young, S. Follett seconded, to approve disability transfers for 2007 as outlined. Carried.

Because the County Long Term Steering Committee is meeting on March 20 (which is the regular CCSA Board meeting date), the next CCSA Board meeting is scheduled for March 27.

Meeting adjourned at 10:51 a.m.

Respectfully submitted,

Sarah Follett, Board Secretary  
Karen Alt, Recording Secretary

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