

WASHINGTON COUNTY
COMPREHENSIVE COMMUNITY SERVICES AGENCY
BOARD OF DIRECTORS

May 19, 2005

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, Judie Lewis, Patricia McIntee, Debra Reak, Ruth Schmitt, Thomas Smith. James Spindler

GUEST PRESENT: Mary Martin, St. Joseph's Community Hospital

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

Review of Minutes: Motion made by J. Spindler, seconded by J. Lewis, to approve the CCSA Board meeting minutes of April 21, 2005, as distributed. Carried.

Financial Update: This report contains information through March 31, 2005. As of that date, there is \$4,480,168 of County funding remaining. This amount includes \$70,000 of non-lapsing funding from 2004. Potential fiscal concerns include the changing in staffing pattern for inpatient services and placements at Winnebago Mental Health Institute.

Request for Proposals Relating to Community Crisis Center: The timeframe for the program specifications for this proposed service is July 1 through December 31, 2005.

Following an explanation of the proposal and further discussion, D. Kempf made motion, seconded by D. Reak, to approve sending out requests for proposals for this service. Carried.

Permission was requested by staff and received from the CCSA Board to allow CCSA staff to make a final recommendation on this program to the CCSA Board without presenting this to CCSA Task Forces first.

Transition Update: The capacity or census is now at eight persons for the Inpatient Unit at St. Joseph's Community Hospital. Some staff have been hired to work on the new Unit, but more are needed, including nursing staff, social worker, unit clerk and psychiatrists. The new site is progressing with a move date of August 7. Meetings have taken place with hospital staff, law enforcement and others involved in the transition to and operation of the new Unit.

The new Unit will provide treatment services with seven hours of programming per day. The provision of psychiatry services as of July 1, 2005, is critical to this plan.

Outlay Request: Much of the furniture and other equipment needed for the crisis center is coming from the current Inpatient Unit. The rest, including computers and phones, will be purchased through the County. A quote of \$5,043 has been received from a local vendor for the remodeling and furnishing of a portion of the proposed crisis center as well as some miscellaneous items needed. Cell phone purchase plans will be investigated further.

Motion made by J. Lewis, D. Berchem seconded, to approve the amount of \$5,043 for remodeling and other expenditures and \$1,250 for land line phone service related to the new crisis center as presented. Carried.

Program Specifications for 2006: These specifications are the basis for next year's services and contracts. Those presented at this meeting are in draft form as approved and recommended by the disability task forces. Following review and approval by the CCSA Board, the specifications will be presented at the Public Hearing on June 2.

ALCOHOL AND OTHER DRUG ABUSE—There are only a few changes from the previous year. The residential services for both men and women are now transitional residential programs. CCSA is requesting proposals for AODA medical detoxification and mental health inpatient services also.

MENTAL HEALTH--A change from the 2005 specifications is the inclusion of 15 hours per week of staff time to assist individuals transition back to the community from the mental health residential program. The Inpatient Diversion Residential Options for adults and children are both new for 2006 as described previously. St. Joseph's Hospital and Community Memorial Hospital, through memoranda of understanding, will provide the Inpatient and Medical Detoxification services. In the CCSA-operated category, changes to note are in the areas of Crisis Intervention Services and Community Treatment Services, specifically the Comprehensive Community Services (CCS) program.

DEVELOPMENTAL DISABILITIES--Several changes were noted in residential programming. CCSA is also investigating the possibility of requesting an additional case manager in 2006.

P. McIntee made motion, J. Spindler seconded, to approve the 2006 CCSA Program Specifications as written for presentation at the Public Hearing on June 2. Carried.

Public Hearing Notice: As previously stated, the Public Hearing is scheduled to take place on Thursday, June 2, at Fair Park. Notices have been disseminated on this.

The 2004 CCSA Annual Report will be presented to the full County Board at the June meeting with a focus on partnership.

The next CCSA Board meeting is set Thursday, June 16.

D. Kempf made motion to adjourn, seconded by D. Goetz. Carried. Meeting adjourned at 11:18 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 CCSA.