

COMPREHENSIVE COMMUNITY SERVICES AGENCY
BOARD OF DIRECTORS

June 16, 2005

Meeting called to order at 0:00 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

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

Review of Minutes: J. Lewis made motion, R. Schmitt seconded, to approve the CCSA Board minutes from the May 19, 2005, meeting. Carried.

2006 Budgeting Guidelines and Funding Principles: Copies of the proposed guidelines were distributed. Two-level (100% of 2005 funding and Required) budgets are being requested from potential providers of services in 2006. Along with these guidelines, other materials will be provided to agencies interested in submitting bids for the provision of services in 2006.

Motion made by J. Spindler, seconded by D. Goetz, to approve the 2006 CCSA Budgeting Guidelines and Funding Principles as written. Carried.

Introduction of Acute Care Supervisor: Debra DuFour was introduced to the Board. She starts in this new position on June 27, 2005. Among her duties will be administration of the crisis grant, oversight of the new community crisis center, foster homes and other aid for children and youth needing acute residential services and general supervision of crisis intervention staff. Clinical supervision of staff will be provided by the social worker of the program.

Status Update of Transition Process: C. Mangan-Casey has been interviewing applicants to fill positions in the acute care program and hopes to have the majority of them in place to begin on or about July 11. The office area should be furnished and ready for operation on July 1. The entire service should be up and running as of July 28, including a new telephone number.

The new Behavioral Health Unit at St. Joseph's Hospital does not yet have the required contracts with psychiatrists nor the licensing requirements in place to take over operation of the inpatient unit as of July 1. A memorandum of understanding between St. Joseph's Hospital and CCSA has not yet been completed. If the new Unit is not able to begin on that date, Washington County could be responsible for the additional unemployment benefits for those staff members hired by the Hospital in the interim.

If St. Joseph's Hospital is not in a position to operate the Unit as of July 1, arrangements have been made to have inpatient services provided at St. Agnes Hospital in Fond du Lac and Community Memorial Hospital in Menomonee Falls.

Recommendations Regarding Community Crisis Center: Two bids were received for the provision of the Adult Inpatient Diversion Option (community crisis center) services.

Following discussion, motion made by D. Goetz, D. Kempf seconded, to accept the recommendation of Nova Services to provide services from July 1, 2005, through December 31, 2005, per the Adult Inpatient Diversion Option purchase by agency specification for the reasons of low bid, quality of facility and experience with law enforcement. Motion carried.

A specification for the Child/Adolescent Inpatient Diversion Option was also made available recently; three agencies submitted bids. Following discussion, J. Spindler made motion, J. Lewis seconded, to approve staff recommendations to accept the concept of treatment foster home as an option for Child/Adolescent Inpatient Diversion and allow Acute Services staff to develop new providers as proposals are presented. Further discussion ensued. Motion withdrawn by Mr. Spindler.

D. Berchem made motion, seconded by R. Schmitt, to approve staff recommendations to accept all proposals as presented to provide a variety of Child/Adolescent Inpatient Diversion options as well as the concept of treatment foster home as an option for Child/Adolescent Inpatient Diversion and allow Acute Services staff to develop new providers as proposals are presented. Discussion followed. Motion amended by D. Berchem/R. Schmitt to include a daily rate amount limit, not to exceed \$225.00. More discussion followed. Motion carried.

Memorandum of Understanding St. Joseph's/CCSA: Draft copies were distributed to CCSA Board members only. This document is in regard to inpatient and medical detoxification services to persons 14 years of age and older referred by Washington County. The Board had some questions and comments about this draft.

Motion made by J. Lewis, J. Spindler seconded, to authorize CCSA staff to continue the process of this draft Memorandum of Understanding between Synergy Health/St. Joseph's Hospital and CCSA, taking into consideration the questions and comments raised at this meeting. Discussion followed. Motion carried.

Public Hearing Comments and Summary: A summary of comments made at the June 2 Public Hearing was distributed. R. Schmitt suggested that future hearings be taped for airing on the local community cable television station.

Personal Care Audit: A review of the Medicaid Personal Care Audit process in Washington County since 2001 was presented. CCSA received a letter/notice of intent in the amount of \$156,589 from the Wisconsin Bureau of Quality Assurance. CCSA has been working with Attorney Burt Wagner to resolve this issue. Mr. Wagner has been instructed to begin the process for an appeal hearing. Staff recommend making this audit and process made more public by contacting officials, legislators and the media to get them involved.

2004 Annual Report: Copies were distributed to the non-supervisor members of the CCSA Board.

The next CCSAS Board meeting is scheduled for Thursday, July 21, 2005, to include tours of the new community crisis center and crisis services office.

D. Berchem made motion to adjourn; R. Schmitt seconded. Carried. Meeting adjourned at 11:27 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.