

COMPREHENSIVE COMMUNITY SERVICES AGENCY  
BOARD OF DIRECTORS

June 21, 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, Rick Gundrum, Donald Kempf, LynnDee Murphy, Rachel Rosenthal Garza, James Spindler

MEMBER EXCUSED: Gregory Young

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

Review of Minutes: D. Berchem made motion, L. Borman seconded, to approve the CCSA Board minutes from the May 17, 2007, meeting. Carried.

Timeliness for Family Care Phase-In: Staff notified the Board of a presentation to take place at the June 25 meeting of the Long-term Care Steering Committee regarding plans to implement Family Care in Washington County. However, the County has the option of not making a commitment to Family Care at this time and continuing the current service provision system. Discussion ensued.

R. Gundrum made motion, seconded by D. Kempf, to approve this presentation at the next meeting of the Long-term Care Steering Committee. Discussion followed. Motion carried.

Approval of Memorandum of Understanding with St. Joseph's Hospital: A new Memorandum of Understanding changes the arrangement from a monthly stipend to a unit rate basis. CCSA will be responsible for authorizing care and payment for those individuals with no other means to pay. The other new aspect of the Memorandum of Understanding is that defined goals and outcomes will be reviewed and reported on an annual basis.

Motion made by L. Borman, R. Rosenthal Garza seconded, to approve the Memorandum of Understanding between CCSA and St. Joseph's Hospital as presented and effective July 1, 2007. Carried.

2008 Budgeting Guidelines and Funding Principles: Copies of the proposed guidelines were distributed. Two-level (100% of 2007 funding and Required) budgets are being requested from potential providers of services in 2008. Along with these guidelines, other materials will be provided to agencies interested in submitting bids for the provision of services in 2008.

Motion made by L. Murphy, seconded by D. Kempf, to approve the 2008 CCSA Budgeting Guidelines and Funding Principles as written. Carried.

2008 Program Specifications: Proposed revisions to the Mental Health Program Specifications were noted.

S. Follett made motion to approve the 2008 AODA and DD Program Specifications as presented at a previous meeting and the revised MH Program Specifications; L. Murphy seconded. Motion carried.

Public Hearing Summary: Handouts on the comments made at the Public Hearing held on June 7 were distributed and briefly discussed.

Program Director Report:

Angela Schickert has been hired to fill the Accounting Supervisor position. Angela was introduced, and she briefly described her employment background.

Other topics discussed were an update on the progress of the new Lytec billing system, an all-staff training held on June 6, a Wisconsin Supreme Court decision made regarding the wording of agenda action items and the death of John Norgel, a long-time member of the CCSA Developmental Disabilities Task Force. Copies of an updated CCSA Board membership roster were distributed.

Reception Area of CCSA: The Board members were invited to view the remodeled waiting and reception area of CCSA. A decision needs to be made regarding the installation of glass in front of the reception counter or not.

The next CCSAS Board meeting is scheduled for Thursday, July 19, 2007.

Meeting adjourned at 11:00 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 CCSA.