

WASHINGTON COUNTY  
COMPREHENSIVE COMMUNITY SERVICES AGENCY  
BOARD OF DIRECTORS

August 16, 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, Richard Gundrum, Donald Kempf, LynnDee Murphy, Rachel Rosenthal Garza, James Spindler, Gregory Young

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

**Review of Minutes:** Motion made by R. Rosenthal Garza, seconded by L. Borman, to approve the CCSA Board meeting minutes of July 19, 2007, as distributed. Carried.

**Budget Update and Projection for 2007:** According to the departmental financial statement ending June 30, 2007, there is \$2,902,248 of County funding remaining. The cost of inpatient services continues to be a concern. A re-formatted report will be presented at each future CCSA Board meeting.

A deficit of \$325,000 is projected for 2007. Of concern are three areas in the mental health disability: a change in psychiatry coverage from Advanced Practice Nurse Prescriber to Physician; vacation coverage for Acute Care Services not originally budgeted; and costs related to extended inpatient stays. Discussion followed on safety factors versus fiscal impact of providing inpatient services for unpredictable situations.

Motion made by R. Gundrum, seconded by D. Kempf, to approve the budget update and projection for 2007 as presented. Carried.

**CCSA Program Director 2008 Budget Recommendations:** The CCSA Program Director is proposing a \$277,228 increase, or 5.04 percent, over the 2007 budget. The proposed increase would be allocated as follows: \$12,589 to Alcohol and Other Drug Abuse; \$47,050 to Developmental Disabilities; \$210,240 to Mental Health; and \$7,349 to Administration. It was the Board's consensus to accept the Program Director's recommendations. Discussion followed on how the County should deal with and provide inpatient placements and associated costs.

**Coordinators' Comments Regarding Proposed Budget:**

MENTAL HEALTH LIFESPAN/OUTPATIENT--This area is requesting an increase of \$112,389. However, anticipated revenues of \$55,659 would offset expenses for a total request of \$56,730 above the base 2007 budget. If this amount is not included in the budget for 2008, a reduction in the number of hours of psychiatry and psychology time provided by contracted employees would be necessary.

ACUTE CARE SERVICES--The same level of service will be continuing into 2008 as in 2007 with no new staff requested. Nova Services, Inc., is requesting \$15,000 to provide a new apartment program in conjunction with Calm Harbor services.

COMMUNITY MENTAL HEALTH--CCSA provides for a stable base of community services that assist people prior to them needing emergency/crisis and more intensive services.

DEVELOPMENTAL DISABILITIES--This budget focuses on transitioning students who are graduating from high school into day and/or employment programming, community residential services and Birth to Three/Early Intervention services. Continuity of care is vital for individuals and their families. Dialogue is ongoing on Family Care and integrating individuals needing services into that program.

ALCOHOL AND OTHER DRUG ABUSE--The AODA Task Force is concerned about the low level at which some provider agencies collect other revenues, such as from insurance, HMO's and Medical Assistance. The Jail and TAD programs have been successful in reducing the length of stays of some inmates; however, it is recommended that the Sheriff's Department continue to seek out some other means of funding to support these programs.

Disability Task Force members were thanked for their time and effort in making budget recommendations to the CCSA Board.

**Recommendations Regarding Competitive Bids:** Only one competitive bid for 2008 services was received; that is for the provision of MH/AODA Inpatient Diversion Option Residential Adult program, currently operated as Calm Harbor. Recommendations made by the Task Force and CCSA staff were presented and discussed. Reasons given to accept the higher bid from Nova Services are: current provider with a secure property; comparable bid; recovery-oriented versus medical model; and program flexibility.

G. Young made motion, L. Borman seconded, to approve the recommended provider, Nova Services, Inc., to provide MH/AODA Inpatient Diversion Option Residential Adult program for the reasons cited. Carried.

**Review and Approval of Proposed 2008-2009 Billing Rates:** The proposed rates, indicating modest increases for different professional disciplines providing services in the Lifespan/Outpatient and Acute Care/Crisis services areas, were presented.

Motion made by L. Murphy, seconded by D. Kempf, to approve the billing rates in the Lifespan/Outpatient and Acute Care/Crisis services areas as presented and to include them in the 2008 budget request to the County. Discussion followed on collection rates from third-party payers and use of the State sliding fee scale. Motion carried.

The public will be notified via posting of the new billing rates.

**Prioritization Above Base 2008 Budget:** Individually, the Board members prioritized decision items for the 2008 budget. Sheets were then tallied, with the results being (from highest to lowest priority): 1) Acute Care Services \$42,000; 2) Birth to Three \$23,300; 3) \$6,559 for various community AODA services; 4) Lifespan/Outpatient \$45,825; and 5) \$77,000 toward the provision of inpatient services.

Following discussion, motion made by G. Young, seconded by R. Rosenthal Garza, to approve the prioritization list as indicated. Carried.

Motion made by D. Berchem, seconded by L. Murphy, to request a \$277,288 increase, or 5.04%, in the 2008 County tax levy for CCSA services and to present this as part of the budget process to the County Administrative Coordinator and Finance Committee. Motion carried.

**Program Goals for 2008:** Staff recommended clarifying changes to the “What We Do” section of the budget request. Following explanation and discussion, G. Young made motion, L. Murphy seconded, to include the proposed version of “What We Do” in the 2008 CCSA budget request. Carried.

Suggested goals to be included in the 2008 budget request are: 1) successfully prepare Washington County for full implementation into the Family Care program; 2) all County residents with mental health concerns will have access to treatment and support necessary for successful community living; 3) CCSA will recommend and expand alternatives to inpatient care for those individuals with acute mental illness and/or alcohol or drug abuse concerns; 4) the Alcohol and Other Drug Abuse service network will demonstrate

increased competency in providing treatment and education opportunities to individuals with AODA concerns; and 5) CCSA Management staff will utilize upgraded information systems to identify programs that have the greatest productivity while maintaining strong client satisfaction.

Motion made by D. Kempf to include the goals as discussed in the 2008 CCSA budget request; R. Gundrum seconded. Carried.

Motion made by L. Borman to adjourn, seconded by R. Rosenthal Garza. Carried. Meeting adjourned at 11:50 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.