

WASHINGTON COUNTY  
COMPREHENSIVE COMMUNITY SERVICES AGENCY  
BOARD OF DIRECTORS

October 18, 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

MEMBER EXCUSED: Gregory Young

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

Review of Minutes: D. Kempf made motion, L. Borman seconded, to approve the CCSA Board meeting minutes from September 20, 2007, as distributed. Carried.

Financial Update: CCSA is expecting to receive the Wisconsin Medicaid Cost Reporting (WIMCR) 2007 payment in the amount of \$787,796 on October 19, 2007. Not having a State budget in place could impact CCSA and its clients in a number of areas such as the Community Integration Program, Personal Care, possible implementation of Family Care and no State/County contract/funding for 2008.

The WIMCR payment is not included in the financial report ending September, 30, 2007. Per this report, there is County funding remaining of \$1,303,066 or 23.6% of the total County budget.

Family Care Resolution: The proposed resolution on the participation of Washington County in the Family Care Program has been approved by the other departments affected and will be presented to the full County Board for consideration in the near future. Discussion followed on changing the wording on Page 2 to better reflect Washington County's intentions.

Motion made by R. Gundrum to recommend the inclusion of language stating that if the financial requirements are not met then Washington County will not proceed with Family Care implementation at this time; R. Rosenthal Garza seconded. Further discussion ensued. Motion carried.

Safety in the Workplace: A committee of CCSA staff prepared a document on this topic to be used in the orientation of new employees as well as periodic review in staff meetings and employee performance evaluations. A suggestion was made to amend the document to

Include the bolded phrase as follows: “It is the policy of the CCSA Board and Administration that no staff persons should knowingly be put in **or put themselves in** a potentially dangerous or uncomfortable situation...”.

Discussion followed on possibly requiring employees present proof of insurance prior to transporting clients in private vehicles. Discussion followed on other aspects of this document.

D. Berchem made motion, seconded by D. Kempf, to adopt the Safety in the Workplace document and have it included in the new employee orientation and ongoing departmental employee materials to be reviewed with staff periodically. Carried.

Buy and Bill for Medications: Due to changes in the Federal Medicare and Medicaid programs, CCSA needs to purchase injectable medications upfront in bulk form for a number of individuals with severe and persistent mental illness, most of whom are under commitment status. This results in significant initial expenses to CCSA, but CCSA would then bill Medicare and Medicaid for reimbursement after administration of the medications.

Motion made by R. Rosenthal Garza, seconded by S. Follett, to approve CCSA purchase in bulk the necessary medications as a medical procedure and bill Medicare and Medicaid on behalf of the individuals involved. Carried.

Indicators and Outcomes: The handouts distributed are copies of a portion of the 2006 CCSA Annual Report. Staff suggested using the listed indicators and outcomes for periodic updates, presentations to the Board and Board review to determine progress and meeting of agency goals.

Program Director Report:

In early October, several tragedies occurred in the community to which CCSA responded in a supportive role to victims’ families, friends, responders and community as a whole.

Consolidation of electronic billing for CCSA services is progressing, albeit slowly.

Video conferencing will be available at CCSA and St. Joseph’s Hospital Behavioral Health Unit to the court system as part of the 2008 Information Systems budget; this will be shared with the Department of Social Services at the CCSA site.

Changes to the Medicaid Rehabilitation Act proposed by the State could be detrimental to Washington County residents served under the State Children’s Health Insurance Program (SCHIPS). Jim Strachota recently submitted testimony in this regard on behalf of the State Counties Association.

The United Way has developed the Community Indicator Project, a computer access system, which will be used to compile demographic information on town, cities and counties in Wisconsin. This system can be accessed via the United Way website as of October 31.

The next CCSA Board meeting is scheduled for Thursday, November 15.

Motion made by R. Gundrum, L. Murphy seconded, to adjourn. Carried. Meeting adjourned at 10:52 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.