

WASHINGTON COUNTY
COMPREHENSIVE COMMUNITY SERVICES AGENCY
BOARD OF DIRECTORS

October 20, 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, Patricia McIntee, Debra Reak, Ruth Schmitt, Thomas Smith

MEMBERS ABSENT: Judie Lewis, James Spindler

CCSA STAFF PRESENT: Karen Alt, Carolyn Mangan-Casey, Debra DuFour, Stephanie Johnson, Ruth Reines, Christine Sabel, Jim Strachota

Review of Minutes: D. Berchem made motion, D. Kempf seconded, to approve the CCSA Board meeting minutes from August 18, 2005, as distributed. Carried.

Financial Status 2005/2006: As of August 31, 2005, there is \$2,169,051 of County funding remaining. A deficit of \$100,000 to \$150,000 is anticipated for 2005.

Acute Care Services Report: An update was presented on the first quarter of operation from July through September in the Acute Care Services program. Additional employees have been hired to fill limited, part-time positions. An open house is scheduled for Thursday, October 27 to tour the CCSA Acute Care Services office space and Nova Services Calm Harbor.

Community Treatment Services Report: In May of 2005, Community Treatment Services (CTS) began Comprehensive Community Services (CCS) and currently have five persons enrolled in that program. The plan is to add one individual each month to a capacity of 20 to 25 participants in CCS.

A new computer program was developed to meet progress note and billing needs in CTS and has impacted the program very positively.

Expansion of the CTS caseload, the provision of more individual client therapy and additional clinical supervision time of CTS staff are all direct results of the hiring of an additional psychiatric social worker to start in 2006. The addition of nursing hours will also greatly assist CTS programs.

Outpatient Report: This discussion focused on the Children's Resource Project, which provides intensive, in-home therapy to severely emotionally disturbed children and their families to deter hospitalizations of children. This approach assists participants by having all service providers utilizing a wraparound, team model in a coordinated manner.

(MEMBERS PRESENT: Ruth Schmitt left the meeting at 10:00 a.m.)

Developmental Disabilities Report: Copies of proposed letters to be sent to two current residential service providers, informing them of CCSA's decision not to contract with them in 2006, were distributed. Individuals currently served by Community Living Arrangements or REM-Wisconsin II will be served instead by PeopleServe or Bridges of Wisconsin. Discussion followed on the transition process with regard to transferring/relocating residents, securing alternate residences if necessary, hiring of staff and other issues related to the change of vendors. Copies of the CCSA Policy and Procedure on "Equipment Purchases for Residential Programs" (effective November, 1996) will be included with the letters. A suggestion was made to also enclose a list of any items and assets included through this policy.

Program Director Report: Copies of a handout including reports on the 2006 CCSA budget, State plans for human services, Personal Care audit and all staff meeting were distributed.

The next CCSA Board meeting is scheduled for Thursday, November 17.

Motion made by D. Goetz, D. Kempf seconded, to adjourn. Carried. Meeting adjourned at 10:55 a.m.

Respectfully submitted,

Patricia McIntee, Board Secretary (not present)
Karen Alt, Recording Secretary

Copies of all non-privileged material pertinent to this meeting are available at the CCSA office.