

WASHINGTON COUNTY  
COMPREHENSIVE COMMUNITY SERVICES AGENCY  
BOARD OF DIRECTORS

March 17, 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 Vice-Chairperson D. Goetz, who read the open meeting statement.

MEMBERS PRESENT: Donald Berchem, Daniel Goetz, Donald Kempf,  
Patricia McIntee, Debra Reak, James Spindler

MEMBERS EXCUSED: Judie Lewis, Ruth Schmitt, Thomas Smith

CCSA STAFF PRESENT: Karen Alt, Carolyn Mangan-Casey, Mary Martin,  
Ruth Reines, Chris Sabel, Kay Thuecks

**Review of Minutes:** D. Berchem made motion, D. Kempf seconded, to approve the CCSA Board meeting minutes from February 17, 2005, as written and distributed. Carried.

**Financial Update:** CCSA ended 2004 with a surplus of \$124,992 following transfers of funding to fill disability shortfalls. To allow additional time to close the books for 2006, the CCSA Board will hold its February meeting on the last Thursday of the month, which is February 23.

**Psychiatry Contract:** Dr. Todd Cannon has resigned. Milo Durst, M.D., has been selected to fill this psychiatry position in Community Treatment Services.

Motion made by J. Spindler, seconded by D. Reak, to approve a contract with Dr. Milo Durst for psychiatry services through June 30, 2005. Carried.

(County Attorney Kim Nass arrived.)

**Best Practice Training:** This one-day training to be held April 28 is mainly targeted toward law enforcement and crisis service personnel. Funded by the crisis grant, 120 individuals from Ozaukee and Washington Counties will attend this training to promote safe and effective efforts for law enforcement when dealing with individuals experiencing mental health crises in the community.

**Policy/Procedure Regarding Consent of Guardians:** C. Mangan-Casey explained this proposed policy and procedure which would ensure that all patients and their guardians have all information necessary to make an informed consent for treatment and/or medications, privacy rights and any other rights that patients may have under State and Federal law.

D. Kempf made motion to approve the Policy and Procedure Regarding Consent of Guardians as presented; D. Reak seconded. Carried.

(Michael Bloedorn, Director of the Department of Social Services, arrived.)

**Out-of-State Travel Request:** One of the contracted CCSA psychologists has requested permission to attend training on Eye Movement Desensitization Reprocessing (EMDR) in Michigan.

J. Spindler made motion, D. Berchem seconded, to approve the out-of-State travel request as presented. Discussion followed. Motion carried.

**Child and Adolescent Crisis Recommendations:** Michael Bloedorn, DSS Director, is chairing the workgroup examining crisis services for children and adolescents in Ozaukee and Washington Counties as part of the crisis grant. Following are recommendations from that group: 1) develop release of information and other paperwork so that written consent can be obtained from parents and/or guardian for transfer of the adolescent to the Youth Treatment Center and to allow for the coordination of services for the child and family following a crisis situation between school and provider agency personnel; 2) develop a contract with the Youth Treatment Center for adolescents 12 to 18 years old in need of acute residential services for the first 48 hours in a crisis situation; 3) develop contracts with licensed treatment foster homes for children 11 years and younger for acute situations; 4) discuss the possibility of the Youth Treatment Center providing detoxification services for adolescents; and 5) have a psychiatrist available to provide consultations on an on-call basis for crisis situations involving children and adolescents.

J. Spindler made motion, seconded by P. McIntee, to accept the findings of the child and adolescent crisis service workgroup and to continue investigation into the feasibility of the recommendations made. Carried.

**Closed Session Pursuant to s. 19.85 (1)(e)(g) Wis. Stats. "Conferring with legal counsel in regard to audits with providers of community service":** D. Reak made motion to go into closed session; D. Kempf seconded. Motion carried unanimously on a roll call vote.

**Re-open Meeting:** Motion made by D. Kempf, seconded by J. Spindler, to return to open session. By roll call vote, motion carried unanimously.

Motion made by P. McIntee to adjourn; D. Kempf seconded. Carried. Meeting adjourned at 11:15 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 the CCSA office.