

1 **LONG TERM CARE STEERING COMMITTEE**

2
3 Public Agency Center
4 West Bend, WI

January 11, 2008
9:00 a.m.

5
6 Present: Supervisors: Charlene Brady, Leslie Borman, James Schwartz, Daniel Stoffel

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8 Department Heads: Administrative Coordinator Douglas Johnson, Ed Somers, Jim Strachota, Linda
9 Olson and Mike Bloedorn

10
11 Also Present: Ruth Reines, CCSA, Jenny Kertscher, ADRC, and Judy Steinert, Administrative Assistant.

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13 The meeting was called to order by Chairman Daniel Stoffel at 9:00 a.m. and affidavit of posting was
14 read.

15
16 **REVIEW OF MINUTES**

17 Moved by Mr. Schwartz, seconded by Mr. Borman to approve the meeting minutes of December 7,
18 2007. Motion carried.

19
20 **REPORT ON ADRC IMPLEMENTATION**

21 Ms. Olson reported that good progress has been made on remodeling the ADRC office. A contract has
22 been signed with the State DHFS for the ADRC to begin on February 1, 2008. Staff training on
23 transition plans and benefit planning has begun. One Information Specialist has been hired and
24 interviews are being done for the second Information Specialist. Memorandums of Understanding have
25 been completed with DSS Economic Support Specialists and CCSA Mental Health Acute Care
26 personnel.

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28 **REVIEW OF REMAINING FAMILY CARE AUTHORIZATION ISSUES**

29 **Plans to Satisfy County Contribution**

30 Mr. Johnson reported that the 2007-09 Budget Bill defines the first year (“base amount”) county
31 contribution as the amount that a county spent in CY 2006 to provide long-term care services to
32 individuals who would have been eligible for family care. Washington County agrees with the DHFS
33 calculation of this number equal to \$2,713,307. The Budget Bill also includes statutory language
34 establishing that the amount of county contribution would be reduced in years two, three, four and five
35 down to an amount of \$767,341. This would also be the amount of county contribution for year 6 and
36 after. DHFS is not authorized to negotiate contribution levels different than the Budget Bill defined.

37
38 DHFS is finalizing payment options for county contribution. The method that the County prefers is to
39 pay the year one contribution in January 2009, year 2 in January 2010, and so on. This allows for the
40 reduction in county contribution in earlier years and adds to the required contributions in later years
41 during the five year transition, blending funds from two county budget years to make up each payment.

42
43 County contribution expense accounts will be established for DSS and CCSA. The ADRC county
44 contribution will be transferred to DSS and remain for 2009 and thereafter. The ADRC will transfer
45 \$47,524 to DSS to fund the 2008 cost of one FTE Economic Support Worker to work at the ADRC.
46 These funds will remain DSS funds in 2009 and after.

47
48 **Documentation of State 5-Year Buy Down Commitment**

1 Mr. Johnson reported that the State commitment to the five year buy-down has been made public in
2 several ways. It is spelled out in the State statutes and although a future session of the State legislature
3 could repeal or amend it, it would require public action which would impact multiple counties who
4 could speak out in opposition in cooperation with the Wisconsin Counties Association. The second
5 place the buy-down has been published is the DHFS-LTC Fiscal Update Memo #4, dated November 14,
6 2007 which was sent to all counties. The final assurance that Washington County is seeking is a signed
7 commitment from the DHFS Secretary specific to the Washington County five year buy-down. This
8 may be accomplished through a Memo of Understanding or within a DHFS Family Care Contract
9 document, still being prepared.

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11 **Status of DD Case Management Staffing Negotiations**

12 Mr. Strachota reported that services need to be coordinated for 320 individuals. This will require 8 staff
13 case managers and four nurses. Coordination with the two Care Management Organizations and CCSA
14 staff assignments is being organized. The two year transition period is a good opportunity to study the
15 staffing structure of the Family Care Program.

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17 **MOTION TO PROCEED WITH WASHINGTON COUNTY PARTICIPATION IN FAMILY
18 CARE**

19 Moved by Mr. Schwartz, seconded by Ms. Brady to proceed with Washington County participation in
20 Family Care effective April 1, 2008. Motion carried unanimously.

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22 **REPORT ON CLIENT TRANSITION PLANNING**

23 Mr. Strachota reported that his staff with assistance from the Finance Department did an excellent job of
24 creating a transition plan. All clients will be brought in to review the transition procedure and make any
25 needed changes. The State DHFS will then review the transition plan and a final agreement will be
26 submitted by February 15, 2008.

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28 **NEXT MEETING DATE**

29 The next meeting of the Long Term Care Steering Committee will be on January 29, 2008 at 9:00 a.m.
30 Two additional meetings are anticipated for February or early March.

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32 **ADJOURNMENT**

33 Moved by Mr. Borman, seconded by Mr. Schwartz to adjourn at 10:00 am. Motion carried.

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36
37 Brenda Jaszewski, County Clerk
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