

1 **LONG TERM CARE STEERING COMMITTEE**

2
3 Public Agency Center
4 West Bend, WI

December 7, 2007
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,
9 Linda Olson and Mike Bloedorn

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

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14 The meeting was called to order at 9:05 a.m. by Administrative Coordinator Doug Johnson and
15 affidavit of posting was read.

16
17 **ELECTION OF CHAIRPERSON AND VICE-CHAIRPERSON**

18 Doug Johnson stated that the Long Term Care Steering Committee will exist through the end of
19 this County Board Term in April of 2008. At that time it will be determined if continuation of
20 the Committee is needed. Now that the County Board has officially created the Committee,
21 election of officers is needed.

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23 Moved by Mr. Borman, seconded by Ms. Brady to nominate Dan Stoffel as Chairperson of the
24 Long Term Care Steering Committee. Motion carried.

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26 Moved by Mr. Schwartz, seconded by Ms. Brady to nominate Les Borman as Vice-Chairperson
27 of the Long Term Care Steering Committee. Motion carried.

28
29 **STATUS OF TRANSITION PLANNING**

30 Resource Center – Linda Olson reported that policies and procedures have been developed as
31 required by the ADRC application process. These include: Conflict of Interest policy, ADRC
32 Wait list policy, Urgent Services agreements, Enrollment counseling and Disenrollment
33 agreements.

34
35 Centralized enrollment at the State level will be used for current waiver participants to help
36 streamline the process. The target date for full ADRC implementation is February 1, 2008. Prior
37 to that date the office space remodeling needs to be completed, an Information and Assistance
38 Specialist, Disability Benefit Specialist and a social worker need to be hired, and all staff need to
39 be trained and ready for family care enrollment. The ADRC budget is still being revised to
40 reflect additional staff requirements and other cost adjustments.

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42 Managed Care – Jim Strachota distributed a template for participant enrollment. The current
43 waiver includes 504 participants that DHFS expects to be transitioned into the Family Care plan
44 in the first six months. The start date for implementation of Family Care is April 1, 2008. Sixty
45 days prior to the start date, a county must submit the average actual waiver costs of waiver
46 rollovers during the six months of enrollment. Average waiver costs for individuals in all
47 waivers should be roughly equal in each month. CCSA staff is responsible for transitioning the
48 504 clients into the Family Care plan in the first six months. The clients that are waiting to be
49 transitioned will continue to receive the services that the county currently offers. A waiting list
50 of 152 people has also been identified. ADRC staff are responsible for the waiting list clients in
51 the first 24 months.
52

1 **REPORT ON MEETING WITH DHFS**

2 Doug Johnson and Jim Strachota met with DHFS representatives in July to discuss contribution
3 amounts the state has designated to Washington County. DHFS prepared a set of spreadsheets
4 for the county to use as a means to help with allocation to the different funding sources. Another
5 meeting with DHFS was held in early December to continue the discussion on the County's
6 funding amount, confirm the state's legal obligation to the five year buy down plan and to clarify
7 the role of the county for Developmental Disability case management.

8
9 DHFS has advised the County that it is not going to change the contribution amounts designated
10 to each of the counties in the five year plan. However, they will offer different payment methods
11 for Counties to consider. Since the Family Care plan year will run from April 1 to March 31,
12 one option is to make payments in two separate budget years. After the fifth year, the yearly
13 county contribution will remain the same. The county will refer to the five year plan in the
14 Family Care contract to ensure that amounts do not change after the plan has been initiated.

15
16 The County currently works with a provider network for case management of developmental
17 disability clients. That provider network will no longer be managed by the County with the
18 Family Care plan though Care Management organizations are expecting to work with this group
19 of providers. County operation of a case management unit for developmental disability clients is
20 a high County priority, at least for the first 2 to 4 years of Family Care. DHFS has authorized the
21 county to negotiate with the Care Management organizations on a resolution for case
22 management of developmental disability clients.

23
24 **KEY DATES FOR IMPLEMENTATION**

25 Jim Strachota reviewed the key dates for implementation of the Family Care Plan. Some of
26 these include: December 1, 2007 - initial transition plan was submitted to the state; December 14
27 - meeting with Care Management Directors; December 21 - Provider contracts including Family
28 Care language will be completed; January 15 – Washington County decision date; February 1 –
29 formal start date of the ADRC; February 15 – the transition plan is submitted; April 1 – Family
30 Care start date.

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32 **NEXT MEETING DATE**

33 The next meeting of the Long Term Care Steering Committee will be on January 11, 2008 at
34 9:00 a.m. Resolution of the three barriers to Family Care participation will be reviewed and
35 acted on at this meeting.

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37 **ADJOURNMENT**

38 Moved by Mr. Schwartz, seconded by Mr. Borman to adjourn at 10:20 am. Motion carried.

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41
42 Brenda Jaszewski, County Clerk
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