



## DEVELOPMENTAL DISABILITIES BOARD

### MINUTES

December 17, 2014

#### CALL TO ORDER

Chair Peer called the meeting to order at 6:00 P.M.

#### MEMBERS PRESENT

Chairperson Louis Peer; Vice Chairperson Becky Heimerl, Cheryl Drozdowicz, Nancy Lannert, Lynda Olson, Ed Brandsey, Bridget Rolek, Jason Dowd, Greg Addie

#### MEMBERS ABSENT:

#### STAFF PRESENT

John Hanewall, Director; Susan Armstrong, DD Financial Worker

#### ADOPTION OF AGENDA

The agenda was approved on a MOTION BY Cheryl Drozdowicz, SECONDED BY Greg Addie. MOTION CARRIED.

#### APPROVAL OF MINUTES

The minutes from November 19, 2014 were approved on a MOTION BY Lynda Olson, SECONDED BY Nancy Lannert. MOTION CARRIED.

#### CITIZENS PARTICIPATION, COMMUNICATION AND ANNOUNCEMENTS

None

#### UNFINISHED BUSINESS

None

#### NEW BUSINESS

##### 1. BILLS

- Bills in the amount of \$477,268.19 and 2015 Encumbrances in the amount of \$24,385,251.00 were approved on a MOTION BY Becky Heimerl, SECONDED BY Bridget Rolek. MOTION CARRIED.

##### 2. APPROVAL OF CONTRACTS/ADDENDUMS

- A MOTION was made BY Nancy Lannert, SECONDED BY Jason Dowd to approve the following Purchase of Service Contract Addendums: Creative Community Living Services, Inc. increase Line Item #62604 (CIP 1B) from \$1,980,961 to \$2,124,621 (+143,660). This change is the result of one client moving into

residential services from an institution and start-up costs for this client. Dungarvin Wisconsin, LLC increase Line Item #62620 (CIP 1A) from \$328,130 to \$350,503 (+22,373). This change is the result of one current CIP 1B residential client moving in CIP 1A funding.

**3. ENCUMBRANCES**

None

**4. LINE ITEM TRANSFERS**

None

**5. QUARTERLY BUDGET REVIEW**

None

**6. Review & Approval of CY15 Schedule**

- A MOTION was made by Nancy Lannert, SECONDED BY Becky Heimerl to approve the 2015 DD Board meetings.

**DIRECTOR'S REPORT ON PROGRAM ACTIVITIES**

**1. Department Updates:**

- The Department will be closed Wednesday, December 24<sup>th</sup> and Thursday, December 25<sup>th</sup> per the County's Holiday schedule. We will also be closed on January 1, 2015.

**2. Budget Updates:**

- On November 24<sup>th</sup>, the Department received formal written notice from Sue Lethlean, Rehab Resources, stating that after receiving notification of its funding award for 2015, that due to financial, issues, they would complete their obligations of the CY 14 contract but would not continue services in 2015. Ms. Lethlean stated that Rehab Resources could not financially continue to provide services without the additional funding she had requested in CY15. She thanked the Department and County for the past 15 years of partnership. She also has offered her agency for a "provision of interim services" if the DD Board is unable to secure a new provider by 1/1/15.
- On Wednesday, December 10<sup>th</sup>, CESA2 submitted a budget proposal to the DD Board to assume the therapy component of the B-3 program. Mr. Hanewall had been in discussion with Dr. Albrecht, CESA2 Administrator immediately following notification from Rehab Resources. This proposal was reviewed by County Administration, the Finance Department and Purchasing for approval. CESA2 will begin providing the therapy component effective 1/1/2015.
- We are finishing up loading contracts into laser fiche for review by Corp Counsel and Financing. We are hoping to have the majority ready by the next Board meeting for approval and signatures.

**3. Residential Placements:**

- On Thursday, December 11<sup>th</sup> we placed a young man in a residential placement in the Portage area with REM.

**4. Consumer Updates:**

- Several of our Providers have or will be having Holiday celebrations.

**5. Providers' Updates:**

- Community Connections held an Open House/Holiday Party on Thursday, December 9<sup>th</sup>. The clients were treated to a special meal, musical entertainment and then a visit from Santa with a Gift exchange.

- KANDU is having their Holiday Party, Thursday December 18<sup>th</sup> from 4pm to 7pm at KANDU Best Events. All Board members are welcome (see handout).
- Epilepsy is hosting a Holiday celebration at the United Way Building On Wednesday December 17<sup>th</sup> (see handout).

**6. Staff Updates:**

- Staff will be utilizing both vacation and holidays in the coming weeks. The Department will continue to have adequate staff every day to conduct the business of the Department.

**CORRESPONDENCE**

None

**ITEMS FOR FUTURE BOARD MEETING CONSIDERATION**

None

The next meeting will be Wednesday, January 14, 2015 at the Rock County Health Care Center 1<sup>st</sup> Floor Conference room at 6:00 pm.

**ADJOURNMENT**

The meeting was adjourned on a MOTION BY Greg Addie, SECONDED BY Ed Brandsey at 7:00 P.M.

**Respectfully submitted,  
Susan Armstrong, DD Financial Worker**

**NOT OFFICIAL UNTIL APPROVED BY THE BOARD**