Long Term Support Planning Committee
Approved Meeting Minutes for
May 19, 2010
Door County Government Center – Chambers Room

Members Present: Ben Meyer - Chairman, Kari Anderson, Roger Tepe, Tom Krueck, Nancy Taylor, Joseph Krebsbach, Mike VanEss, Rhonda Kolberg, Paul Kok, Carol Babb, Patti Ligman, and Christine Wisnewski. Members excused from the meeting: Cindy Zellner – Ehlers, Karen Kasten, Michele Notz, and Michael Brecke. Betty Stanecki was absent.

1. Committee Chairman, Ben Meyer, called the meeting to order at 2:00 p.m.

2. **Adoption of Agenda:** Motion made by Paul Kok and seconded by Rhonda Kolberg to accept the agenda as submitted. Motion carried unanimously.

3. **Welcome New Committee Members and Introductions:** Chairman, Ben Meyer, welcomed Kari Anderson to the committee. Ben then asked for everyone to introduce themselves. Mike VanEss also handed out updates to the Committee members to place in their Orientation Packets that they received two years ago. The updates mainly pertained to Family Care.

4. **Public Input and Committee Response**: No public input or committee response was given.

5. **Consumer Reports:** Committee member, Tom Krueck indicated that he was interested in hearing the status of the transportation program. Roger Tepe, Director of Social Services, stated that he would give a full report pertaining to the program later on in the agenda. Tom also commented that there was some apprehension regarding Family Care coming out in 2012. He was wondering if there was going to be any public meetings held to inform individuals of what can be expected. Joe Krebsbach, Director of Community Programs, indicated that educational / informational meetings are being planned.

6. **Review and Approval of Minutes of February 17, 2010 LTS Committee Meeting**: A motion was made by Tom Krueck and seconded by Patti Ligman to approve the minutes of the February 17, 2010 Long Term Support Planning Committee. Motion carried.

7. **Fiscal Reports**:

a. Joe Krebsbach, Director of Community Programs, handed out a copy of the COP Allocations and Contract-to-Date Spending for 2010, prepared by the Finance Department – Mark Janiak. A small discussion took place regarding if first quarter is typically under spent and if the amounts allocated in each category are typical. Joe indicated that the amounts are the recommend amounts; and that by second quarter an increase in spending will be noticed due to bills being caught up for payment.

b. Michael VanEss, Supervisor of the Long Term Care Unit, shared information pertaining to the Long Term Support Services Revenue Expenditures for 2010. Mike pointed out to the Committee members that the expected revenue for services is slightly higher than the projected expenditures for the year. This is due in part to having one less staff member and a larger waiting list. His unit is trying to find a balance of carrying their existing case load and working on removing individuals from the wait list. There will also be some shifting of clients into different categories to maximize those revenues.

No action was taken.

8. **Old Business**:

a. Aging and Disability Resource Centers and Family Care Update. Roger Tepe informed the Committee that Door County will be a single county ADRC. Kewaunee has decided to join Manitowoc County. ADRC will exist prior to Family Care rolling out. The approximate start date for Family Care is March 2012. The Long Term Care Unit in Social Services and the Developmental Disabilities Unit in Community Programs will be affected the most by ADRC and / or Family Care. On June 15th a consultant from the State will be coming to Door County to assist with the planning of a single county ADRC.

A joint meeting of the Social Service Board and Community Programs Board took place on May 18, 2010 to discuss Family Care Resolution(s). The first resolution needs to go through the County Board no later than November 2010. The resolution provides that any county employee moving to a position in the Managed Care Organization can transfer their retirement benefits in the Wisconsin Retirement System (WRS); and the MCO must give a one year advance notice prior to making any hires in late 2011. Most existing waiver clients will go to Family Care, while those individuals on a waiting list and others in the community can go through the ADRC for eligibility determination. Services provided by Family Care will be paid by the Managed Care Organization (MCO); while the ADRC will work with individuals and their family members to arrange needed services in the community.

Joe Krebsbach did indicate that Family Care is taking applications for consumers to sit on the Family Care District Board. If any Committee member was interested, the applications would be available after May 24th. Patti Ligman had volunteered to complete the application.

b. Memory Care Connections. Christine Wisnewski reported that everything is going well. She indicated that winter was not slow; the referrals doubled that were coming from doctors. It may have been in part due to interest in a new Memory Clinic that is being developed locally. Memory Care is a free resource, solely funded by grants, foundations, and donations. Christine, Bev Knutson (Senior Resource Center Supervisor), and Carol Babb (Door County Memorial Hospital) are teaching a class, Adult Children and Aging Parents: Conversations between Generations, at Northeast Wisconsin Technical College. Christine is also teaching five (5) classes – Mind your Mind. Christine then shared a story about a referral she had received. She was happy to announce that the resource(s) that she had provided to the caregiver were being utilized. Patti Ligman, a Committee member, commented that she too did utilize Memory Care's resources.

c. Report on Transportation Consortium. Roger Tepe updated the Committee on the Shared Taxi Ride service. The request for proposal was done, the bids came in, and the reviewing process was completed. The County is now waiting for the Department of Transportation (DOT) to approve the County's choice for the winning bid. Once the approval is received, a 1 + 4 year options contract will be awarded – meaning the contract could run for up to five (5) years before it had to be re-bid. The Shared Taxi Ride service is scheduled to start the first part of August, 2010; and two (2) taxis will be running during the week and one on the weekends. The taxis will be wheelchair accessible and you can call in advance or that day for a ride. The cost will be $3.00 for an adult, one way, and $1.50 for elderly and disabled, one way. Door-Tran has been contracted to do marketing for this program.

The Red Cross vehicles, Sunshine House buses, and Senior Resource Center bus will still continue to run and be subsidized through the 5311 Transportation Program. Paul Kok mentioned that vouchers will be offered for the other taxi services in the county.

No action was taken.

9. **New Business**:

a. Roger Tepe updated the Committee on a proposed new Senior Resource Center. The Capital Improvement Plan passed both the Social Services Board and Board of Health. The new structure would house both the Senior Resource Center (15,000 square feet) and Public Health (6,000 square feet). Roger stated that within the Capital Improvement Plan, explanations were given as to the proposed uses for the additional space needed. Within this plan, there is the possibility of developing a future Adult Day Care program. Roger also mentioned that in Northern Door, an Adult Day Care program was going to be available three (3) days a week with assistance from N.E.W. Curative.

The estimated costs of the project would be $3.5 million plus site preparation costs. This is all contingent upon receiving permission from the Department of Natural Resources to build on this site. The current site does have some ground contamination; and the County has been working with the DNR to resolve these issues.

The Capital Improvement Plan will be presented to the Senior Services Advisory Committee the first part of June and then to the Finance Committee on June 14th. Chairman, Ben Meyer did encourage that if anyone from the Committee could attend the Finance Committee's meeting, to show their support that would be great. Chairman Meyer also commented that the building design would be LEED Certified, meaning the building would be energy efficient. There are additional costs to be LEED Certified and those costs have been built into the total estimated cost of the structure.

b. Exceptional Expense Funding Request: Mike VanEss presented a COP High Cost request to the Committee. The request was for a new, durable, four (4) wheeled scooter in the amount of $3,000.00. A motion was made by Kari Anderson and seconded by Nancy Taylor to approve the COP Exceptional Expense request. The motion carried unanimously.

10. **Case Management Reports**: Mike VanEss reported that there are currently 32 individuals on the waiting list. His unit is working on removing four (4) clients from that list and opening services to them. To date in 2010, they have opened services to seven (7) new clients. Mike also mentioned that Whispering Heights has changed ownership. Elder Innovations, a company based out of Madison, acquired the facility May 1st. They do business as Kindred Hearts and have CBRF's in Green Bay, Manitowoc and Shawano. Elder Innovations plans on maintaining the existing staff; and they are familiar with Family Care. The Consumer Satisfaction Surveys were mailed out; and Mike will report on that at the next meeting.

Joe Krebsbach stated that his department currently has 76 individuals on their wait list.

No action was taken.

11. **Correspondence**. No correspondence was presented.

12. **Next meeting**: It was suggested that the Long Term Support Planning Committee attend the Finance Committee meeting on June 14th at 8:30 a.m. and to be placed on the agenda to discuss the need for a new Senior Resource Center. Chairman Ben Meyer, however, did express a concern that there may be possible quorums from other committees / boards present at that meeting – Public Health, Social Services, and Community Programs. It was suggested to contact Corporation Counsel to find out how to properly attend this meeting.

The next regular scheduled LTS Planning Committee meeting has been scheduled for Wednesday, August 18, 2010, at 2:00 p.m. in the Chambers Room at the Door County Government Center.

13: **Adjournment**: A motion was made by Tom Krueck and seconded by Joe Krebsbach to adjourn the meeting at 3:39 p.m. Motion carried.

Respectfully submitted,

Christine Coulthurst
Recording Secretary
Door County Department of Social Services