



Marinette County
HEALTH AND HUMAN SERVICES
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**MARINETTE COUNTY COMMUNITY OPTIONS PROGRAM /
LONG TERM SUPPORT PLANNING COMMITTEE**

MINUTES

Date June 21, 2012
2500 Hall Avenue
Marinette, WI 54143
(Conference Room B – Main Level)

Members present: Kathy Just, Pam Daye, Mike Cassidy, Joanne Bryngelson, Ruth Roush, Mary Rosner, Pam Mueller-Johnson, Marge Raab.

Members absent: Bonnie Haley, and Janice Vanderbloemen

Others Present: Judy Drier and Ellie Jarvie.

1. Call meeting to order.

Meeting called to order by Chairperson Kathy Just at 10:03 a.m. A quorum was present.

2. Approve/amend Agenda.

MOTION (DAYE/CASSIDY) to approve the Agenda. Motion carried. No negative vote.

3. Public Comment. The Committee thanked Judy for her many years of service.

4. Approve/amend Minutes of Date April 19, 2012 meeting.

MOTION (CASSIDY/DAYE) to approve the minutes of the date April 19, 2012 meeting. Motion carried. No negative vote.

5. Introduce new committee member. Discussion only.

Janice Vanderbloemen was unable to attend the meeting. She will be introduced at the next COP/LTS Committee meeting.

6. COP Coordinator's Report for March and April 2012. Action, if any.

The *COP Coordinators Report dated June 13, 2012* and the *Marinette County HHS Long Term Services Financial Report* were distributed.

Judy distributed a Revised Long Term Services Financial Report, dated 6/21/2012. The allocation for COP-W has a slight decrease. There was some carryover from last year so the figures have been updated. CIP II has \$2 less due to the federal match being less. Nursing Home Relocation is now \$349,844, due to individuals that were relocated and that funding is added to our contract every year, but these are not the final figures yet.

Wait List: The Wait List has increased slightly partly because the opening of the ADRC, and the transitioning of current cases to different case managers, so there is a temporary hold on taking people off of the wait list. It is hoped that within the next one to two months people will start to be taken off the wait list again. The largest wait list is the Elderly, then Physically Disabled and one Developmentally Disabled person was added to the wait list.

Significant Proportions: As of the current report, there is a little bit out of compliance but no negative action has been taken by the State for this. We will continue to try to serve the target groups that are required by Statute.

Assessments and Plans: Year to date: 4/30/12. There have been 53 Assessments and 12 Plans completed to date which is a little ahead of other years. The assessments will be decreasing a little due to the opening of the ADRC. The ADRC will determine their functional eligibility by doing the long-term functional screen and a preliminary financial eligibility determination. They will then be referred to the Long-Term Services Unit for placement on the wait list. If they request a COP Assessment, which amounts to a supplemental document with additional information, their assessment will be done when their name comes up on the wait list. The screening will help to determine what their needs are and the ADRC will help them by trying to meet their needs until they receive long-term services. They will be instructed to call the ADRC if their condition changes, if they need any other services, or if they are at risk. COP funding is divided out by Assessment and Plan money and Service money. We may not spend all of the Assessment and Plan money, but the remaining balance is transferred to Services at the end of the year.

CBRF Costs: CBRF costs for COP/COP-W and for CIP II are within the agency established caps. COP/COP-W CBRF costs are under the desired goal, currently at 23.8%, but are still within the 50% cap. The majority of COP funds spent each month are for services to clients living in CBRF's. We are well within our caps for CBRF costs.

MOTION (RAAB/ROUSH) to accept the *Revised COP Coordinators Report* dated June 21, 2012. Motion carried. No negative vote.

7. **Discuss/consider use of \$1074 COP/COP-W carryover funds from 2011 to 2012. Action, if any.**
The \$1074 COP/COP-W carryover State funds can be used for services. **MOTION (MUELLER-JOHNSON/ROSNER)** to carry forward \$1074 COP/COP-W funds to 2012 to be used for services. Motion carried. No negative vote.
8. **Discuss/consider resignation of committee member. Action, if any.**
MOTION (CASSIDY/ROSNER) to accept Pam Daye's resignation, due to her new position with the ADRC, from the COP/LTS Planning Committee. Motion carried. No negative vote.
9. **Consider nominations for representatives to COP/LTS Planning Committee. Action, if any.**
Ellie Jarvie CSP Supervisor, who would represent the Mental Health and the Alcohol and Other Drug Abuse clientele, has been recommended by Judy Drier. **MOTION (MUELLER-JOHNSON/RAAB)** to nominate Ellie Jarvie as a representative of the committee, forward to the Administrator and then bring to the County Board for confirmation. Motion carried. No negative vote.

10. Update regarding Aging and Disability Resource Center. Discussion only. Tour of ADRC to follow meeting.

Pam Daye gave the update. The ADRC went live on June 11. There are four or five calls being received daily. Workers have gone out in the field and have done screens. The staff is currently creating forms and writing policies. There are a few construction issues yet. The main number for the ADRC is (715) 732-3850. This will be answered by the Receptionist and it is hoped that the caller will be able to speak to a live person. There will be a toll-free number in the future. There will be a tour for the Committee in September and an open house once construction is finished.

11. Set date for next meeting.

Next Regular Meeting (Tentative): 9/20/12.

12. Adjourn meeting.

MOTION (CASSIDY/ROSNER) to adjourn the meeting at 10:34 a.m.

Motion carried. No negative vote.

Respectfully submitted,



Gail Damaschke
Recorder