

**Transition Planning Committee of Community Care of Central Wisconsin  
Meeting Minutes**

**DATE:** Wednesday, November 8, 2006  
**PLACE:** Central Wisconsin Airport  
**TIME:** 4:00 P.M.  
**PRESENT:** Patricia Arnold, Dave Bast, Jim Canales, Jim Clark, John Chrest, Ken Day, Pete Hendler, Kate Norby, Lucy Runnells, Tim Steller, Vicki Tylka

**FACILITATOR:** Peter Manley

1. **The meeting was called to order. Introductions were made.**
2. **Reviewed meeting notes from October 25, 2006**  
Agreed to amend item five, bullet four, c, to read:
  - c) February 2007 – *Request tentative approval* of County Boards to move forward when State Budget is passed. Go to boards with financial piece when available.
3. **Public Comments to the Transition Planning Committee**  
No comments made.
4. **Correspondence**
  - Jim Canales received an email regarding the Family Care Consumer Corps training that is tentatively scheduled to take place in Portage County on December 18<sup>th</sup>, 2006. The purpose of the Consumer Corps is to educate Wisconsin citizens about Wisconsin's Family Care and long-term care system, raise awareness of important issues, and to motivate consumers to provide input into the implementation process. The December training is targeting directors and consumers in the Central Wisconsin region.
  - A letter was submitted by Dana Cyra on behalf of the Access Workgroup. The charge of the Access Workgroup was to ensure the capacity and capability of the Central Wisconsin ADRC for enrolling members when CCCW is up and running. The group has submitted three flow charts that outline the enrollment processes that they have agreed upon. See attachment.

The group recommends replicating the forms, policies and procedures that are currently being used by the Portage County

ADRC. They believe they have met their charge and that the details of implementation will be decided and carried out by the regional CMO.

The following was agreed to by this committee:

1. The Access Group has completed its charge and is no longer required to meet.
  2. Once the Central Wisconsin ADRC is fully operational, they will work with the Portage County ADRC and Economic Support units of Marathon and Wood counties to complete the details of implementation.
- John Chrest related the following from a recently attended WCHSSA meeting:
    - There is a promise to make reduction in Economic Support case loads. (Waukesha)
    - The state needs to review the fiscal impact to current county structures. (Sheboygan)
    - WCHSSA has not supported the 22% buy down.
    - Partnership models have to add the Family Care component.

## 5. Project Coordinator's Report

Current efforts are focused on reading material and making contacts that will create a deeper understanding how Family Care works, the big picture behind state-wide expansion, and CCPC's current operations.

Together with Jessica Schmidt from the Provider Education Sub-Workgroup, is in the process of creating the first provider newsletter.

## 6. Continue Review Draft Intergovernmental Agreement Language

**Note:** *Proposed language changes are in italics.*

### **Definitions:**

8<sup>th</sup> paragraph – Delete the words "...including any individual designated as an alternate."

9<sup>th</sup> paragraph – Change "Managed Long Term Care and Health Services" is defined as *those services* included in the state contract.

### **The 66.0301 Board:**

4.02 Sub A – Change to "To *propose* the Annual Budget as provided in Section 5.01."

4.03 Sub C – Change to “***The Board shall have no less than 25% member representation.*** Each Member County shall have one representative who is not a County Board member...”

4.03 Sub D – Change to “Representatives shall be appointed in ***April*** for terms of no less than three (3) years...”

4.05 1<sup>st</sup> paragraph – Change to “***Annually, at the May meeting,*** the Representatives shall elect a Chairman...”

4.05 2<sup>nd</sup> paragraph – Change to “Said election shall be effective for one year or through the next following ***April***, whichever is sooner.”

**Budget and Audit:**

5.01 Delete Sub B

5.01 Change sub C to Sub B

5.01 Change Sub B to “Copies of the entire budget shall be distributed to each Representative. The budget ***shall*** establish al reserve funds ***as required by state contract.***”

5.03 Sub A Change to “...that the annual cost of operating the CCCW Board will be funded from ***revenues derived from operations.***”

5.03 Sub B Change to “***In the event that payments are required from counties,*** the Proportionate Share of each Member County shall be propose annually by the Board...”

5.04 Will become ***Reserves***

**Lucy Runnells with work on the language for 5.04.**

**7. Review/Approve CCCW Organizational Purpose Piece**

Not discussed

**8. Review Future Meeting Schedule**

Next meeting:

Thursday, December 7, 2006 from 3:00 – 6:00 p.m.

Wednesday, January 10, 2006 from 4:00 – 6:00 p.m.

Wednesday, January 24, 2006 from 4:00 – 6:00 p.m. (Dean Dietrich)

**9. Meeting adjourned at 5:30 p.m.**