

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

DATE: Wednesday, January 24, 2007
PLACE: Central Wisconsin Airport
TIME: 4:00 P.M.
PRESENT: Patricia Arnold, Dave Bast, Jim Canales, John Chrest, Jim Clark, Ken Day, Pete Hendler, Lonnie Krogwold, Kate Norby, Karen Piel, Lucy Runnells, Tim Steller, Vicki Tylka

Also in attendance: Attorney Dean Dietrich was present to review and discuss the Committee's changes to his proposed 66.0301 Agreement draft.

FACILITATORS: Mark Hilliker, Peter Manley

- 1. The meeting was called to order. Introductions were made.**
- 2. Reviewed meeting notes from December 7, 2006**
Approved without change.
- 3. Public Comments to the Transition Planning Committee**
No comments made.
- 4. Correspondence**
 - A representative from Lincoln County contacted Jim Canales. They are interested in creating an ADRC and were told by the State that they will be unable to begin the process unless affiliated with a Care Management Organization. Jim asked for an email/letter confirming interest – note received to date.
 - On January 22, Jim Canales sent an email to the Transition Planning Committee members proposing that we contact our representatives and let them know where we are in the planning process and to garner their support. This idea was discussed. One idea is that we present at the quarterly Legislator's meeting. Another is that we contact Secretary Nelson and ask her to give a history and overview of the changes in long term care from the State's perspective. It was proposed and agreed that Jim Canales and Kate Norby will explore the scheduling of such an event.
- 5. Project Coordinator's Report**
 - The Education Workgroup meeting that took place on January 19, 2007 was discussed. This group's next steps include continuing work on the CCCW Website, draft an update for county staff, with the help of Mark Hilliker examining a more detailed process for stakeholder

identification, and exploration of the web-based communication tool Basecamp.

- Kate Norby will attend the Consumer Corp training in Wisconsin Rapids on February 1, 2007. Jim Canales will also be there to represent CCCW on a panel discussion.
- On January 29 and February 12, Kate will speak to a Wood County parent advocacy group (PIER) to provide a brief overview of Family Care and the expansion efforts in our region.

6. Update County Approval Process to Move Toward CMO Implementation

Note: *Postponed until after item eight.*

- Marathon and Portage County board of supervisor representatives identified their plans to introduce a resolution to their respective county boards in March that would ask for approval of the 66.03.01 document and appointment of 3 representatives to the newly formed CCCW Governing Board.
- Peter Hendler distributed a County Board Resolution developed by Wood County Corporation Counsel for review. This resolution would ask for appointment of 3 Wood County representatives to the CCCW Board, but would not have approved the 66.03.01 document prior to their appointment.
- Considerable concern was voiced by Committee members regarding this document. Karen Piel indicated her concern about not approving the document first before appointing governing committee members and the statement that Wood County would not be approving participation in CCCW. Rather, this resolution indicates agreement with a regional concept and the need for further planning. Vicki Tylka noted that this resolution specifically forbids any individual from serving on both an ADRC Board and a CMO Board and that Marathon County would not necessarily support that idea. Jim Canales questioned the inclusion of ADRC language in this resolution, when the resolution is about creating a governance structure for the Care Management Organization.
- Peter Hendler responded that he felt there was momentum in Wood County to move forward with this project, and that this was an attempt to keep that momentum going. He hoped that all 3 counties can agree on similar resolution language.
- Marathon and Portage County representatives will work on drafting their own resolutions for March Board action, and these will be shared with all TPC members.

7. Discussion/Approval of Planning Grant Money Usage

Note: *Postponed until after item eight.*

- Jim Canales proposed that CCCW planning grant money be used to reimburse CCPC for his time designated toward the expansion, including the direction of Kate Norby, acting as a representative for CCCW and travel. This money would be put in the CCPC risk reserve and will ultimately be transitioned to CCCW. The Committee agreed that this was appropriate and beneficial for CCCW.
- Jim Canales proposed that CCCW consider purchasing video conferencing equipment that will be useful during the planning stages and training as we move forward in the development of CCCW. The question was raised about the ownership of this equipment and who would benefit if the expansion efforts cease. It was noted that this equipment and any equipment purchased from planning grant monies would become property of the State if CCCW did not become operational. Dave Bast asked Jim Canales to clarify these requests via an email message.

8. Discussion/Approval of 66.0301 Intercounty Agreement: Community Care of Central Wisconsin Governance Structure

Section One: Definitions

Last paragraph should include the formal name of the contract. It should read, *“Managed Long Term Care and Health Services” is defined as those services included in the Health and Community Supports Contract between the Department of Health and Family Services and Community Care of Central Wisconsin.*

Section Four: The 66.0301 Board

4.03 C

Attorney Dietrich stated that he will rework this language and submit a proposal to the Transition Planning Committee.

4.05

Language to include the option of having a Secretary/Treasurer. Attorney Dietrich will rewrite to incorporate discussion points.

Section Five: Budget and Audit

Change the order of 5.03 and 5.04 so that Reserves is addressed first, followed by Proration of Expenses.

5.05 Ownership – Attorney Dietrich will rewrite, again to incorporate Committee discussion.

Section Six: Powers Reserved to Member Counties

E. Purchasing of real estate by CCCW was discussed by the Committee. Attorney Dietrich will incorporate discussion into language.

Section Ten: Withdrawal of Members

Paragraph One: Attorney Dietrich will address this language.

- Attorney Dietrich will rewrite the document and send it to Jim Canales. Jim Canales will distribute to the Transition Planning Committee members for review and discussion at the February 15 Transition Planning meeting. The Committee members will share the draft document with their respective Corporation Councils, and it was suggested that they meet together to review the document before recommending any action.

9. Review Future Meeting Schedule

Next meeting:

Thursday, February 15, 2007 from 4:00 – 6:00 p.m.

- 9.** Meeting adjourned at 6:15 p.m.