

**Monroe County Department of Human Services**

**Long Term Support Programs and Citizens' Advisory Committees**

**January 26, 2012**

**Committee Members Present**

Barbara Mlsna, Chairperson  
Gary Nelson  
Dawn Pierce  
Robert Stump  
Ryan Tichenor  
Sharon Nelson  
Doug Flock

**Staff Present:**

Gene Phillips, Director  
Sue Rettler, Clinical Administrator  
Cathy Abbott, Admin. Serv. Coord.  
Linda Lazer, Business Administrator

**Committee Members Absent:**

Michael Bonello  
Laura Rumpel  
Christine Nelson  
Gina Zumach  
Celesta Leis  
Theresa Burns-Gilbert  
Delores Kenyon  
Julie VanWyk

**Call to Order:** Chairperson Barbara Mlsna called the meeting to order at 1:02 p.m.

**Approval of October 27, 2011 Meeting Minutes:** It was brought to the Committee's attention a correction on the minutes that the total number of ADRC Western Wisconsin consumers on the wait list should be 359 instead of 369.

The Committee requested a second bid for labor and materials be completed for home modifications for a youth with physical disabilities before approval of Community Optional Program exceptional expense funds was granted. Barb Mlsna received a bid from Tomah Lumber at approximately \$1,000. over the first bid, which was \$27,440.

Following a brief review, A MOTION MADE BY BOB STUMP, SECONDED BY DAWN PIERCE, CARRIED WITH ALL IN FAVOR to approve the meeting minutes from October 27, 2011.

**Family Care CAP (Proposed Lift):** Sue Rettler explained the Family Care cap could be lifted mid-February 2012, which means there will be no waiting list for consumers needing services. The consumers must be medical assistance eligible and functionally eligible for services. Ms. Rettler stated there are currently 64 consumers on the wait list. Once the cap is lifted, 36 consumers will be taken off the wait list per month until everyone is contacted. Monroe County has more consumers on the wait list than Jackson and Vernon. Jackson and Vernon Counties are assisting Monroe County in contacting consumers to check for eligibility and whether they continue to be interested in receiving services. Gene Phillips stated a study of Include, Respect, I Self-Direct (IRIS) is being completed, as more consumers are choosing this than originally expected.

**Crisis Program Statistics:** Sue Rettler distributed the statistics, noting 9 commitments (Chapter 51) deterred, 23 crisis interventions and 32 commitments occurred (Chapter 51).

**Long Term Support Statistical Report:** Sue Rettler distributed the Behavioral Health Report for October 1, 2011 through December 31, 2011. There was a total of 136 calls, which resulted in 130 referrals.

**Alzheimer's Family Caregiver Support Program Budget Report 2012:** Sue Rettler distributed the Alzheimer's Family Caregiver Support Program budget report for 2012. The 2012 yearly allocation is \$12,484. Senior Services is active in Alzheimer's support as well. The Aging and Disability Resource Center assists with services with the use of urgent funds. Ms. Rettler stated elder abuse funds exceeded budget due to referrals received on financial exploitation and neglect. A MOTION MADE BY GARY NELSON, SECONDED BY DAWN PIERCE, CARRIED WITH ALL IN FAVOR to approve the Alzheimer's Family Caregiver Support Program budget report for 2012.

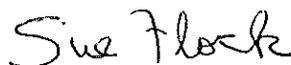
**2012 COP Plan Update:** Sue Rettler distributed the 2012 Community Option Program (COP) plan update to all Committee members. The Community Options Program plan includes services available, client group specific outreach, local coordination and local methods of program implementation and monitoring. The plan was completed by Sue Rettler. The COP budget is \$150,000. A MOTION MADE BY SHARON NELSON, SECONDED BY DOUG FLOCK, CARRIED WITH ALL IN FAVOR to approve the 2012 COP Plan update.

**Human Services Budget Report:** Linda Lazer reviewed the profit and loss statement reports and indicated \$15,967 underbudget as of the end of November 2011. High expenses in the budget were in child residential care and adult crisis. Long Term Support reimbursement services from Winnebago resulted in \$41,000. additional revenue. Ron Hamilton, supervisor for the Family and Children's Unit, submitted a youth aid emergency application for \$63,000. additional funds.

**Director's Resignation:** Gene Phillips resigned his position as Director of Monroe County Human Services effective mid-February 2012. Mr. Phillips stated he has worked for Monroe County for the past 11 years.

**Adjournment:** With no further business to come before this Committee, A MOTION MADE BY BOB STUMP, SECONDED BY GARY NELSON, CARRIED WITH ALL IN FAVOR to adjourn the meeting. The next planned meeting will be April 26, 2012.

Respectfully Submitted,



Sue Flock  
Unit Secretary