

**MINUTES**  
**NEW LTC DISTRICT STEERING COMMITTEE**  
**June 22, 2009**

Present: Barb Nelson, Kim Wolfmeyer, Rick Kane, Barbara Larson-Herber, Craig Johnson, Robin Elsner, Joe Krebsbach, Roger Tepe, Bill Kelsey, Carol Patterson, Judy Demers, Tom Eggebrecht, Cori McFarlane, Mary Kennedy

Additions and Modifications to the Agenda

None.

Minutes of June 1, 2009 Meeting

No additions or corrections

Updates from Counties and Tribes

The brown County Human Services Committee agreed to proceed forward with planning for a District and agreed, in concept, to equal representation on the governing board from each county. The County Board reviewed the minutes of this meeting and there were no objections.

Updates from Mary Kennedy

Cori contacted Judith Frey who suggested Community Care, Inc to provide the requested "Introduction to Care Management in Family Care" for Northeast care managers (about 100 staff). Barb Moore indicated that they don't have a pre-packaged training for this as their training focused more on Care Management within Community Care. The State has also developed the new standardized care management training and materials from tht would need to be included. She could put something together for the Northeast area for a half day training in August at the earliest. There would be a minimal fee. The Steering Committee suggested the training be delayed until after summer. They also suggested the training be videotaped for absent care managers and that it include the role of nurse in care management.

The Steering Committee indicated that they were hoping to also have some care managers share their experiences with NEW care managers. Since Teri Boros from Southwest Family Care Alliance is going to be meeting with the Northeast group, they will ask her about the issue of care management experiences in a county operated care management system.

Report on Discussions with White Counties

Mary Kennedy contacted the "white" counties to fill them in on the status of the NEW District planning. Most of them are looking toward the Central Wisconsin Cares District because of proximity and other connections. Vilas DSS and Taylor Human Service

Department asked to be sent some background materials on the NEW District. Only Florence County intends to sit in on the NEW meetings at this time. Mary informed the white counties that when the NEW District reaches a point where they could no longer consider additional partners, they would give prior notice to the white counteis.

#### Report on Tribal Meetings

Brown, Menominee and Shawano Counties will be meeting later this morning to discuss contacts with the Tribes regarding Family Care

#### Meeting with Teri Boros

Teri has not yet responded with additional meeting dates

#### Discussion of web site proposal

Mark Fontanna has submitted a proposal to develop a web site for \$46 per hour or \$2000 flat fee and he would complete it in six weeks. Since he did Lakeland's web site, the Northeast can be modeled after theirs and that will involve less labor. The NEW Directors/Managers authorized Shawano County Community Programs to enter into a contract with Mark Fontanna for \$2000.

The group also discussed where to house the web document software. Bill Kelsey was authorized to obtain a quote on a PC with docking station, printer, necessary web software and an air card for Internet access. Shawano County Community Programs will then issue a purchase order for the equipment. There needs to be further research on the best way to put documents on the web site prior to the hiring of full time staff.

#### Report from Search and Screen Committee

See attached for hiring process summary resulting from meeting discussion

#### Next Elected Officials Meeting

At the last couple of meetings, elected officials have asked a number of questions about Family Care – evidence of success, how waiting lists can be served, where are the cost savings, what are implications for future budgets and what is meant by “bringing care under management”. Mary Kennedy suggested that we try to schedule Judith Frey for the July 20, 2009 meeting to address these topics.

Note: Judith is not available but asked Kathleen Luedtke to attend in her place so the July 20, 2009 meeting will continue as scheduled

#### Future Meetings

The next meeting of the Directors/managers group will be August 19, 2009, 9:30 at the Regional Office.

Minutes: Mary Kennedy  
July 3, 2009