

**MINUTES**  
**NEW LTC DISTRICT STEERING COMMITTEE**  
**August 19, 2009**

Present: Barb Nelson, Menominee County; Kim Wolfmeyer, Barbara Larson-Herber, Shawano County; Mike Reimer, Craig Johnson, Oconto County; Robin Elsner, Glenn Sartorelli, Stacy Stassler, Judy Drier, Marinette County; Joe Krebsbach, Roger Tepe, Door County; Bill Kelsey, Carol Patterson, Debra Hakari, Kewaunee County; Jean O’Leary, Brown County; Debbie Danfort, Oneida Tribe; Mary Kennedy, Project Manager

Additions and Modifications to the Agenda

None.

Minutes of June 22, 2009 Meeting

No additions or corrections

Recommendations from Search and Screen Committee on Hiring and Planning Process

Barb Larson-Herber reported that the pool of applicants for the Planning Director job was limited. The Search and Screen Committee is recommending a second recruitment effort. Furthermore, they are recommending we not delay any further waiting to hire full time staff but proceed with preliminary planning activities and contract with an agency for Technical Assistance. The Technical Assistance agency will also be asked for suggestions on better targeting the advertising for the Planning Director. A timeline for the hiring needs to be established.

NEW Milestones, Work Plan and suggested projects for August/September 2009

The group reviewed the Milestones and Work Plan. The group considered and revised the “List of Projects” to initiate. (See revised List of Projects)

A question was raised about whether the new legal entity has to be in place prior to notifying WRS of intent to participate in 2011. Mary will research this.

The group again discussed getting starting on orientation of care managers to Family Care. The supervisors (Kim Wolfmeyer, Carol Patterson, Jean O’Leary, Mike Reimer and Judy Drier) will work on setting up a session for care managers. They will meet September 24, 2009 at Brown County Human Services at 9:00 a.m. They will also get together after the next Steering Committee meeting to strategize information they need to gather before the September 24<sup>th</sup> meeting.

Discussion of Technical Assistance Contract

In response to a request and preliminary discussion of the NEW’s next steps, Community Care, Inc. submitted a list of potential technical assistance support functions.

There was discussion of Partnership and the fact that few current Directors were involved when the decision was made regarding Partnership. Community Care will be asked to attend the Steering Committee on September 4, 2009 at 9:00 to discuss Partnership and to provide advice on recruitment of the Planning Director and on what steps/projects the NEW group should be starting on. Mary will discuss with Community Care how the NEW group envisions functioning to see if a specific TA proposal and cost estimate can be obtained before September 4th.

#### Report on Contacts with Tribes

Debbie Danfort, Division of Health for the Oneida Tribe, has been appointed as the Oneida representative to the NEW group. The Oneida Tribe has asked for a meeting with the State the end of September. The NEW group reiterated their interest in collaborating with the Tribes in Family Care and offered to assist in any way possible.

#### Discussion of Next Elected Officials Meeting

Among the Elected Officials, there is varying need for basic education on Family Care and the role of the Elected Officials. If the NEW group intends to proceed forward with offering a Partnership benefit, it would be good to discuss that with Board members. The group decided to use the Elected Officials group to test out the Stakeholder materials (power point and Q&A document) prior to the discussion with them of the Milestones and Work Plan. Since these items will not be available by the scheduled August 31, 2009 meeting, that meeting will be cancelled. The Steering Committee set September 28, 2009 at 1:00 p.m. for the next Elected Officials meeting.

#### Report on ADRC meetings with State

Door, Kewaunee, and Marinette Counties commented on the helpfulness of recent meetings with the State regarding ADRCs. At this time, Kewaunee is discussing a consolidated ADRC with Brown County, Marinette is discussing an ADRC with Florence but is also meeting with other white counties and Buck Rhyme, and Door County is considering proceeding alone.

#### Next Meeting:

The next meeting will be September 4, 2009 at 9:00 a.m. The Steering Committee will reserve September 23, 2009 for a 1:00 p.m. meeting. Both meetings will be at Brown County Human Services