

MINUTES
STEERING COMMITTEE
NORTHEAST WISCONSIN FAMILY CARE
December 17, 2009
1:00 p.m.
Brown County Human Services

Present: Kim Wolfmeyer, Barb Larson-Herber, Shawano County; Mike Reimer, Craig Johnson, Oconto County; Robin Elsner, Marinette County; Joe Krebsbach, Roger Tepe, Mike Van Ess, Door County; Bill Kelsey, Carol Patterson, Kewaunee County; Jean O'Leary, Brian Shoup, Jayme Sellen, Brown County; Brandon Cooper, Oneida Tribe, Cori McFarlane, Regional Office and Mary Kennedy, Project Manager

Additions and Modifications to the Agenda

Approval of the Minutes of November 6, 2009 and November 10, 2009 Steering Committee Meetings

The minutes were approved

Public Comments

There were no public comments

Update on Hiring

Shawano County Community Programs has offered employment, on behalf of NEW Family Care, to a full time Planning Director.

Discussion of NEW activities for January-March 2010

The Planning Director is expected to begin employment in early January on a part time basis and work toward full time within 45-60 days. There is funding for another full time position but action on that will wait until the Planning Director can be involved in determining the best way to meet staffing needs. Advertising will begin for a part time secretary. Shawano County Department of Community Programs and the Planning Director will do the hiring of the secretary.

Mary Kennedy will begin transitioning over documents to the Planning Director and will do phone consultations to provide background information and assistance in the transition to the Planning Director. Mary will also handle meeting notices and other business functions until the staff is ready to take over. The web site developer will be asked to continue posting documents to the web site until support staff is available to be trained. Barb Larson-Herber, Paul Soczynski and the Planning Director will be meeting with key State Family Care staff in January. It is recommended that the Steering Committee invite Karen Timberlake and Susan Crowley to a meeting early in 2010.

There will be a Steering Committee on February 1, 2010, which the Planning Director will attend. Paul Soczynski will do an update on the status of Family Care around the

State and issues that MCOs are working on. The Elected Officials Meeting scheduled for February 22, 2010 will need to be postponed to March 29, 2010 at 1:00.

Barb has obtained information on “incubator” space located at Northeast Technical College. Rent is low; a receptionist to greet people is available as is a conference room. An application needs to be completed for the space. Two offices (161 square feet each) will probably be needed. Barb will consult with the Planning Director and follow up on this space. It may be possible to obtain assistance in setting up the computer system.

A Care Management Committee composed of the Long Term Support supervisors from each agency will have their first meeting on February 1, 2010. Barb Moore will facilitate this committee. Preliminary assignments for the Committee include: Refining the Wait List numbers from each county, discussing the transition of Waiver and Wait List people to Family Care (specifically from CLTS), accuracy of functional screens, RAD processes and formats, Core Family Care practices and what care managers need to know beyond the core practices, outcome based practice, future care managers trainings, responding to “unanswered” questions from care management forums, and strategies counties can use to prepare for Family Care.

Discussion of the Vision and Structure of NEW Family Care

The Steering Committee reviewed the “Talking Points” developed in early 2005 by Door, Kewaunee and Oconto County. The Committee identified some preliminary thoughts regarding the operation of NEW Family Care; particularly the relationship with the entities that create the District and with county human service agencies.

Updates from Counties and Tribes

Brandon Cooper indicated that the Oneida Tribe has asked for a meeting with the State regarding Family Care. The primary focus of the meeting will be opportunities for Tribes and ADRCs and MCOs to benefit from the higher reimbursement rate available to Tribes.

The Menominee Tribe is beginning to add additional COP Waiver (elderly) individuals to their Waiver program.

Oconto County met with the County Board regarding Family Care. They intend to do periodic, short presentations to the County Board.

It was decided that the NEW Family Care contracted legal services could be used to fund a presentation to individual county boards.

Discussion of March 29, 2010 Elected Officials meeting

The Elected Officials will have an opportunity to meet the Planning Director. Other agenda topics would be: Updates on ADRC planning, Care Management Committee, Vision and Structure of NEW Family Care and updates on the logistics of establishing an office.

Next step/future meetings

The next meeting will be February 1, 2010 at the Regional Office at 9:00 a.m.

**These minutes have not been approved by the Steering Committee
of Northeast Wisconsin Family Care**