

## Meeting Minutes

<b>Meeting: Board of Directors</b>			
<b>Meeting Date</b>	<b>Location</b>	<b>Duration</b>	<b>Dial-in Number</b>
April 21, 2010	Menasha Public Library 440 First Street Menasha	3:30 p.m. – 4:39 p.m.	
<b>Mtg. Leader</b>	<b>Meeting Materials</b>		
Bob Ziegelbauer	<ul style="list-style-type: none"> <li>• Draft Policy and Procedures</li> <li>• CEO Report</li> <li>• Financial Statements</li> </ul>		
<b>Members in Attendance</b>			
Jim Brey	Laura DeGolier	Mark Harris	Lea Kitz
Jim Koziczowski	Todd Moely	Judy Ruggirello	Bob Ziegelbauer
<b>Members Excused / Absent</b>			
Allen Buechel			
<b>Others Present</b>			
Dan Bizub – Lakeland Care District	Jill Burdette – Lakeland Care District	Jennifer Burgess, Employment Living Services	Pat Hanbar
Colleen Harbot	Ashley Hesse, ARC of Winnebago County	Pat Hoogerwurst	Kristin Jensoma
Connie Kafura	Katie Kreis, Lakeland Care District	Katie Mnuk, Lakeland Care District	Joe Quaintance
Barb Saleme	Lynnae Sievert-Cerebral Palsy	Theresa Stern	Ken Stoffel – Winnebago County DHS
Bill Topel, Winnebago County DHS	Beth Tourville – ARC Fox Cities	Chris Wakeng	Margaret Winn

<b>Agenda Item</b>	<b>Notes &amp; Recommendations</b>
Call to Order	Ziegelbauer called the meeting to order at 3:32 p.m.
Public Comment	<p>Beth Tourville, Director of the ARC Fox Cities commented how letters sent to families regarding Room &amp; Board and spendables is confusing and it would be beneficial if these discussions could take place in person as opposed to via letters. Tourville also requested additional meeting minute content to assist residents unable to attend meetings.</p> <p>Joe Quaintance expressed concern on the difficulty of choosing IRIS or Family Care due to limited information on program benefits. Ziegelbauer requested Quaintance’s continued patience during this transition and that additional information will be available as we approach the implementation date.</p> <p>Harris joined the meeting at 3:37 p.m.</p> <p>Ashley Hesse from the ARC of Winnebago County requested additional content in the meeting minutes and more attention given to the Board’s racial/ethnic diversity.</p> <p>Jennifer Burgess, the owner of Employment Living Services requested clarification on whether services will remain the same</p>

	during the month of transition, or if changes will take place. Services will stay in place until the member-centered plan is developed.
Review & Approve Minutes	Moved by Moely to approve March 24, 2010 draft meeting minutes as submitted; seconded by Koziczkowski. Motion carried by a vote of Ayes, 8. Nays, 0.
Board Policies & Procedures	Moved by Brey to approve the draft Policy and Procedures, seconded by Moely. Motion carried by a vote of Ayes, 8. Nays, 0.  Moved by Koziczkowski to approve the draft "Emergency Loss of CEO" policy; seconded by Ruggirello. Motion carried by a vote of Ayes, 8. Nays, 0.
Financial Review	Mnuk presented the Board's option of either adjusting the meeting schedule to occur later in the month to enable review of the previous' months financials or keeping the meeting dates the same and reviewing the financials from two months prior.  The Board requested the meeting dates remain the same and for timely updates to be provided to the Board on any dramatic changes to the financials.  Members discussed the delay in capitation payment. After the State is notified if the enhanced federal match rate is approved they will be able to determine how it will affect the State fiscally.
Enrollment Update	Members reviewed data on the District's monthly enrollments and disenrollments, by target group.
Implementation Update	Mnuk provided an update on the implementation status in Winnebago and Manitowoc Counties. On 4/1, Manitowoc County made a successful transition to Family Care. District staff are meeting bi-weekly with Winnebago County Human Service staff to collaborate on that County's transition to Family Care.
CEO Report	Moved by Brey to receive and file CEO report; seconded by Koziczkowski. Motion carried by a vote of Ayes, 8. Nays, 0. (CEO report attached)
Future Agenda Items	Future agenda items include: <ul style="list-style-type: none"> <li>• Election of Officers</li> <li>• New Member Introductions</li> <li>• Long Term Strategic Planning</li> <li>• Implementation Update</li> <li>• Capitation Payment</li> <li>• Conflict of Interest Policy</li> </ul>
Adjourn	Moved by Moely to adjourn; seconded by Koziczkowski. Motion carried by a vote of Ayes, 8; Nays 0. Meeting adjourned at 4:39p.m.