

FAMILY SUPPORT ADVISORY COMMITTEE

Friday, October 7, 2011

Call Meeting To Order: The Family Support Advisory Committee meeting was called to order by Cheryl Ketelhut on October 7, 2011 at 11:15 a.m. at the USDA Building, U.W. Extension Offices, Room 12.

Members Present: Attendance included Kim Lewandowski, Michelle Armbrust, Joseph Greget and Cheryl Ketelhut. Lori Willner arrived late.

Members Absent: Donna Kalmon and Olusola Adeokun.

Other Attendees: None

Approve Minutes of the June 27, 2011 meeting: A motion was made by Kim Lewandowski to approve the minutes of the June 27, 2011 meeting. Michelle Armbrust seconded the motion. Motion passed unanimously.

Approve Current Agenda: A motion was made by Michelle Armbrust to approve the agenda as posted. Kim Lewandowski seconded. Motion passed unanimously.

There was no public input.

Family Support Program Report: Cheryl distributed the Family Support Report which detailed program allocation and expenditures in 2011. There is \$7,746 remaining in the allocation. Families have through December 31, 2011 to spend their allocation. The

Birth to Three Program Report: The report distributed by Cheryl indicates there are 29 children currently participating in the program with a total of 42 children receiving services in 2011.

Cheryl reported the program evaluation for the Birth to Three Program was excellent with no cites being given.

I-Pad Requests: Cheryl presented the committee member with a draft policy for Family Support funding to purchase Electronic Equipment and Software. Also presented were forms to use in requesting funding for such. The purpose of the policy and forms is to utilize a uniform decision-making tool for these.

The group discussed the pros and cons of the policy after careful review. Questions regarding funding of accessories (covers) for the equipment, frequency for policy review and were discussed. IT was recommended that the county IT department review the policy for suggestions. Cheryl will follow-up with this recommendation.

It was discussed that increased requests for this equipment are anticipated. Cheryl explained that each family is allocated a certain amount of funding and if the majority of it is spent of purchase of electronic equipment then other services may not be available to them.

Cheryl will further review the supporting forms with Human Services staff to assure that needed information to justify the need for electronic equipment is gathered in a way that is understandable to parents/guardians.

Cheryl will bring the policy to the committee for review and approval at the next meeting.

Other Business: 2011 Child Development Day will be held by appointment at the Sand Box Day Care. The format for the 2012 Child Development Day will return to previous style.

Schedule next meeting: The next meeting will be held in conjunction with the Early Childhood Meeting.

Adjourn: Motion to adjourn was made by Michelle Armbrust with a second by Lori Willner. Meeting adjourned at 12:15.

Handouts: Family Support and Birth to Three Program Report
 Purchase of Electronic Adaptive Equipment Policy
 Clinical Recommendation for Electronic Adaptive/Communication Device
 Parent Request for an Electronic Adaptive/Communication Device
 Electronic Adaptive/Communication Device UPDATE Report

Respectfully Submitted,

Cheryl Ketelhut
Developmental Disabilities Coordinator
Taylor County Human Services

FAMILY SUPPORT PROGRAM ADVISORY COMMITTEE

Monday June 27, 2011 - 10:00 A.M.
UW-Extension Building

Members Present: Michele Armbrust, Joseph Greget, Amber Fallos, Donna Kalmon.

Members Absent: Shola Adedokun, Kim Lewandowski, and Lori Willner.

Call To Order: Meeting was called to order at 10:10 A.M.

Approve Agenda: Michele Armbrust moved to approve the agenda; Joseph Greget seconded. All Ayes. Motion Carried.

Approve Minutes of the May 5, 2011 Meeting: Donna Kalmon moved to approve the minutes of the May 2011 meeting. Michelle Armbrust seconded. All Ayes. Motion Carried.

Family Support Program Report: Amber Fallos reported that currently case managers are contacting families to determine if they plan to use their allocations and if not they will request that the money be allocated to other families. There are currently 4 families on the wait list for family support funding.

Birth to Three Report: As of June 2011, there have been 35 children served in the B-3 program. There currently are 28 children being served. The numbers of children in the B-3 program are promising to be much higher this year than last, which leads to a higher cost for this program.

iPad Requests/ Policy: Amber Fallos reported that there have been requests from families regarding iPads. Taylor County does not currently have any policy regarding this kind of technology. Other counties have assembled their own policies, however they are inconsistent with one another and cover a wide spectrum of standards. Discussion was had regarding the use of iPads in the Medford Schools as they received grant money to purchase iPads. Discussion was also had regarding a policy that may include language that would identify use of funds for iPads be allocated only after all medical and dietary needs are met in all families that requested those types of funding. Sample policies and a draft will be created for the next meeting.

Other Business: Meeting attendance was discussed. Discussion was had regarding having Family Support Meetings with the early childhood meetings. It was decided that the next meeting will be held in immediately before or after the next early childhood meeting to explore this option.

Next Meeting: The next meeting of the Family Support Committee will be determined upon notice of the early childhood meeting.

Adjourn: With no further business, Donna Kalmon moved to adjourn; Michele Armbrust seconded. All Ayes. The meeting was adjourned at 10:35 A.M.

Handouts: County Birth To 3 report

FAMILY SUPPORT PROGRAM ADVISORY COMMITTEE

Friday May 5, 2011 - 10:00 A.M.
UW-Extension Building

Members Present: Michelle Armbrust, Joseph Greget, Amber Fallos, Donna Kalmon, Kim Lewandowski, and Lori Willner.

Members Absent: Shola Adedokun

Call To Order: Meeting was called to order at 10:00 A.M.

Approve Agenda: Michelle Armbrust moved to approve the agenda; Joseph Greget seconded. All Ayes. Motion Carried.

Approve Minutes of the March 31, 2011 Meeting: Donna Kalmon moved to approve the minutes of the March 2011 meeting. Michelle Armbrust seconded. All Ayes. Motion Carried.

2010 Family Support Program Report: Amber Fallos reported that in 2010 \$18,069.59 dollars were spent. Families were contacted and all family needs were met at either maximum funding allowance or needs. All families that were eligible received allocations for identified needs.

2010 Birth to Three Report: The 2010 funding report was presented. There were 39 children served in the Birth to Three program last year. Birth to Three is expanding training in Autism Spectrum Disorders. Birth to Three also implemented a new intervention model that encourages parents as teachers that has been going very well. It was also reported that currently the Birth to Three program is serving 29 children. Birth to Three has also transitioned into doing their own billing to medical insurances, this will cause an increase in reported therapy costs as the therapy company used to do the billing themselves, however the overall cost of the program should remain the same or decrease due to State supplements for unreimbursed claims.

2011 Update and Plan: The Family Support Program Plan was reviewed and discussed. I was noted that Sally Toepfer's name should be removed in section two and replaced with Amber Fallos. Motion was made by Kim Lewandowski to Approve the plan with the replaced name; motion was seconded by Donna Kalmon. All Ayes motion carried.

Child Development Update: Reports from the Medford and Rib Lake Child Development Day were discussed and reviewed. Human Services will again plan a development day in the fall.

Other Business: Meeting availability was discussed as well as recruitment of new members.

Next Meeting: The next meeting of the Family Support Committee will be Monday June 27, 2011 at 10:00 A.M.

Adjourn: With no further business, Amber Fallos moved to adjourn; Michelle Armbrust seconded. All Ayes. The meeting was adjourned at 10:35 P.M.

Handouts: 2010 Family Support Program Budget Summary, County Birth To 3 Fiscal Reconciliation Report, 2011 Birth to Three Program Update, Family Support Program Plan, Medford Child Development Day Report, and Rib Lake Child Development Day Report