

COP/LONG TERM SUPPORT PLANNING AND ADVISORY COMMITTEE

Monday, November 12, 2012

Call Meeting To Order: The Community Options Program/Long-Term Support Planning and Advisory Committee meeting was called to order by Shirley Sloniker on November 12, 2012 at 10:00 a.m. at the Taylor County Community Building.

Members Present: Attendance included Nancy Nelson, Shirley E. Kleist, Frances Smith, Darlene Nowak, Judi Fillmore, Shirley Sloniker, Nancy Doberstein, Dan Makovsky, Ingrid Purvis, Robert Lee and Cheryl Ketelhut.

Members Absent: Diane Niggemann

Approve Corrected Minutes of the May 21, 2012 meeting: A motion was made by Dan Makovsky to approve the corrected minutes of the May 21, 2012 meeting. Judy Fillmore seconded. Motion passed unanimously.

Approve Minutes of the August 20, 2012 meeting: A motion was made by Nancy Nelson to approve the minutes of the August 20, 2012 meeting. Francis Smith seconded. Motion passed unanimously.

Approve Current Agenda: A motion was made by Nancy Doberstein to approve the agenda as posted. Judy Fillmore seconded. Motion passed unanimously.

Public Input: None

Summary of the 2012 Community Options Program: Cheryl Ketelhut provided the committee with a written report of 2012 Community Options Program (COP) activities. During 2012 there have been 25 Taylor County residents who received COP services and 53 who received COP-W services. This is a correction from the handout Cheryl provided. There have been 80 assessments in 2012, resulting in 59 case plans. The target groups served at the following percentages of the whole: elderly 60.9%; physically disabled 13.8%; developmentally disabled 9.2%; and chronically mentally ill at 16.1%.

Cheryl briefly explained that funding for services for individuals who are developmentally disabled come in a ratio based on approximately 60% federal monies with the matching 40% from state or local funds.

Cheryl reported there were no individuals on the waiting list for in-home services. There are six people on the waiting list for CBRF (Community Based Residential Facility) services. There is funding available for all the individuals however there have either been no openings at the CBRFs or not at the CBRF that the individual wishes to reside. In other circumstances the individuals have asked to be moved to the bottom of the CBRF wait list as they do not wish to move at this point in time. Five of the six individuals are either receiving informal supports from family/friends or in-home services funded by long term support programs. There is one individual on the waiting list that is currently over the asset limit with an anticipated spend-down completed by early 2013.

CBRF Report: This committee has previously established that 50% of the CIP II allocation and 40% of the COP allocation may be used for CBRF services. The CBRF report Cheryl submitted reflects that the percentages in 2012 are below the benchmarks. Local CBRFs are Care Partners, Our House, Deerview Meadows and Cedar Lane at Memorial Health Center. How the funding for this type of living arrangement was explained. Darlene Nowak made a motion to accept the 2012 CBRF Report. Nancy Doberstein seconded. The motion passed unanimously.

Other Business:

- The Senior Fair was well attended and members reported between 475-500 meals were served.
- The ADRC had it open house and it was a success. Cheryl and HSD staff continue to work with ADRC staff to determine referral processes.
- It is unknown when Family Care will expand to Taylor County. Recent news from the Joint Finance Committee of the Wisconsin Legislature is that they will not be pushing for expansion.

Schedule next meeting: The next meeting of the COP/Long-Term Support Planning and Advisory Committee will be Monday, February 18, 2013 at 10:00 a.m. at the Taylor County Community Building located at the fairgrounds.

Adjourn: Robert Lee made a motion to adjourn with a second by Dan Makovsky. Motion passed unanimously. Meeting adjourned at 10:45.

Respectfully Submitted,

Cheryl Ketelhut
Long Term Support Coordinator
Taylor County Human Services

COP/LONG TERM SUPPORT PLANNING AND ADVISORY COMMITTEE

Monday, August 20, 2012

Call Meeting To Order: The Community Options Program/Long-Term Support Planning and Advisory Committee meeting was called to order by Shirley Sloniker on August 20, 2012 at 10:00 a.m. at the Taylor County Community Building.

Members Present: Attendance included Nancy Nelson, Shirley E. Kleist, Frances Smith, Darlene Nowak, Judi Fillmore, Diane Niggemann, Shirley Sloniker, Nancy Doberstein, Dan Makovsky, Ingrid Purvis, Roger Ewan and Cheryl Ketelhut. Also attending was Kris McMurry from the Taylor County office of the ADRC of the Northwoods. Frances Smith left at 11:00.

Members Absent: none

Approve Minutes of the May 21, 2012 meeting: A motion was made by Nancy Nelson to approve the minutes of the May 21, 2012 meeting as distributed. Roger Ewan seconded the motion. Motion passed unanimously.

Approve Current Agenda: A motion was made by Shirley Kleist to approve the agenda as posted. Frances Smith seconded. Motion passed unanimously.

Public Input: Kris McMurry attended the meeting and will provide comments during ADRC updates. Dan Makovsky requested introductions of members since this was his second meeting.

Summary of the 2012 Community Options Program: Cheryl Ketelhut provided the committee with a written report of 2012 Community Options Program (COP) activities. During 2012 there have been 23 Taylor County residents who received COP services and 64 who received COP-W services. This is a correction from the handout Cheryl provided. There have been 50 assessments in 2012, resulting in 33 case plans. The target groups served at the following percentages of the whole: elderly 62.1%; physically disabled 13.7%; developmentally disabled 7.4%; and chronically mentally ill at 15.8%.

Cheryl briefly explained that funding for services for individuals who are developmentally disabled come in a ratio based on approximately 60% federal monies with the matching 40% from state or local funds. Cheryl will be reviewing the funding sources to assure that all state money is used before local money. With this review and the changes that result, the target group percentage for developmental disabilities may increase.

Cheryl reported there were no individuals on the waiting list for in-home services. There are 5 people on the waiting list for CBRF (Community Based Residential Facility) services. There is funding available for all the individuals however there have either been no openings at the CBRFs or not at the CBRF that the individual wishes to reside. In other circumstances the individuals have asked to be moved to the bottom of the CBRF wait list as they do not wish to move at this point in time. All five of the individuals are either receiving informal supports from family/friends or in-home services funded by long term support programs.

Nancy Doberstein made a motion to accept the 2012 Community Options Program Summary Report. Darlene Nowak seconded. Motion passed unanimously.

CBRF Report: This committee has previously established that 50% of the CIP II allocation and 40% of the COP allocation may be used for CBRF services. The CBRF report Cheryl submitted reflects that the percentages in 2012 are below the benchmarks. Local CBRFs are Care Partners, Our House, Deerview Meadows and Cedar Lane at Memorial Health Center. How the funding for this type of living arrangement was explained. Diane

Niggemann made a motion to accept the 2012 CBRF Report. Dan Makovsky seconded. The motion passed unanimously.

ADRC Update: Diane Niggemann and Shirley Sloniker introduced Kris McMurry. Kris is one of two Information and Assistance workers at the Medford office of the ADRC of the Northwoods. Sue Nuernberger is the other local staff person. The Medford office is open Monday – Friday. There is a Disability Benefits specialist (Don Meeder) who is in the office 1x/week, more if needed. He assists individuals applying for disability benefits or appealing when an individual is denied disability benefits. Kris and Sue provide Taylor County residents with “Options Counseling”. This means that they link residents of Taylor County (over the age of 18) to services they may need for assistance. That can be anything from home delivered meals to supportive home care to medical equipment needs. Kris pointed out that the ADRC does not fund these services but assist people in locating the services. An open house will be held in October. Brochures for the ADRC of the Northwoods were distributed. Roger Ewan asked if the ADRC was 100% State funded. Diane Niggemann stated that was true, and that county money was not funding the ADRC. Ingrid Purvis asked if the ADRC staff could assist Taylor County residents with WI-Medical Assistance reviews. Kris responded that they could, as could Ruth Ann Pipkorn at the COA.

RCAC Funding: Cheryl requested that this be removed from the agenda as this issue had resolved and no action was needed.

Other Business:

Diane Niggemann reported on several items:

- The COA Public Hearing is scheduled for 9/5/2012 at 11:00 at the Multi-Purpose Building.
- Falls Prevention Day is scheduled for 9/7/2012 at the Multi-Purpose Building. Speakers and demonstrations will be held to provide education regarding how to prevent falls. Topics include nutrition, proper fitting shoes, exercise, visual and hearing testing.
- Diane and Peggy Nordgren from the UW-Extension office will be offering a class “Health Eating for Older Adults”. It will be meeting 1x/week for 6 weeks.
- The Stepping On class for falls prevention went very well. There were 14 participants. Diane hopes to offer it again in the future.
- Ruby’s Pantry comes to Medford the 3rd Friday of each month. For \$15 an individual is able to get food items (canned or frozen). There are no income guidelines.
- 10/26/2012 is the Senior Fair at the High School in Medford.
- Neighbor to Neighbor Program has started in Medford for income eligible people of all ages needing basic home repairs.
- There will be a Final Affairs Seminar scheduled soon. This provides people with information regarding issues related to end of life decision-making and discussions.

Cheryl Ketelhut reported on several items:

- Sue Hady retired and Amber Fallos has been hired as the new director of Taylor County Human Services Department. Amber has worked in various professional capacities at TCHSD including as a social worker in the Children and Family Unit and in the Long Term Support Unit, as well as Coordinator of the Developmental Disabilities Unit and Clinical Services.
- Two Long Term Support/Intake Workers resigned to take positions at the local ADRC.
- Two new Long Term Support/Intake Workers have been hired. Jessica Hanson and Katherine Hallmark will be starting by early September.
- 2011 file reviews for adult developmental disability and children’s long term support will occur in October. This is an annual occurrence buy the State to assure we are following guidelines.

Schedule next meeting: The next meeting of the COP/Long-Term Support Planning and Advisory Committee will be Monday, November 12, 2012 at 10:00 a.m. at the Taylor County Community Building located at the fairgrounds.

Adjourn: Dan Makovsky made a motion to adjourn with a second by Shirley E. Kleist. Motion passed unanimously. Meeting adjourned at 11:20.

Respectfully Submitted,

Cheryl Ketelhut
Long Term Support Coordinator
Taylor County Human Services

COP/LONG TERM SUPPORT PLANNING AND ADVISORY COMMITTEE

Monday, May 21, 2012

Call Meeting To Order: The Community Options Program/Long-Term Support Planning and Advisory Committee meeting was called to order by Shirley Sloniker on May 21, 2012 at 10:00 a.m. at the Taylor County Community Building.

Members Present: Attendance included Nancy Nelson, Shirley Kleist, Frances Smith, Darlene Nowak, Judi Fillmore, Diane Niggemann, Shirley Sloniker, Nancy Doberstein, Dan Makovsky and Cheryl Ketelhut.

Members Absent: Ingrid Purvis and Roger Ewan.

Approve Minutes of the February 20, 2012 meeting: Minutes were discussed and the following change made: The next Chat-n-Snack will be held on Wednesday, March 7, **2012**. A motion was made by Francis Smith to approve the minutes of the February 20, 2012 meeting as corrected above. Nancy Doberstein seconded the motion. Motion passed unanimously.

Approve Current Agenda: A motion was made by Shirley Kleist to approve the agenda as posted. Nancy Nelson seconded. Motion passed unanimously.

Public Input: There was no public input.

Introduce New Committee Member: Dan Makovsky was introduced as new COP Committee member.

ADRC Update: Diane Niggemann provided an update on establishing an Aging and Disability Resource Center (ADRC) in Taylor County. The Taylor County Board of Supervisors has passed a resolution that the Information and Referral Specialists will not be Taylor County employees, rather employees of the ADRC of the Northwoods. The Taylor County satellite office remodeling has been completed. Pam Parkkila has been hired as the Regional Manager of the ADRC of the Northwoods. Computers and phones are ready to be installed. Diane hopes the ADRC will open in late June or early July.

Summary of the 2012 Community Options Program: Cheryl Ketelhut provided the committee with a written report of 2012 Community Options Program (COP) activities. There have been 37 Taylor County residents who received COP services and 63 who received COP-W services. There have been 38 assessments in 2011, resulting in 23 case plans. The target groups served at the following percentages of the whole: elderly 64%; physically disabled 12.8%; developmentally disabled 9.3%; and chronically mentally ill at 12.8%. Cheryl reported there were no individuals on the waiting list for in-home services. There are 12 people on the waiting list for CBRF services: 6 currently have in-home services and are awaiting CBRF care, 4 are at a nursing home waiting for funding in a CBRF (of which 1 has left, 2 are leaving within a month and 1 may be leaving soon) and 2 people are at home with care from informal supports. Nancy Nelson made a motion to accept the 2012 Community Options Program Summary Report. Judy Fillmore seconded. Motion passed unanimously.

CBRF Report: Cheryl stated that Nursing Home Diversion, Nursing Home Relocation and Money Follows Person are new funding sources in addition to amounts Taylor County has already been allocated. Attempts are made to have new enrollees funded by these programs. COP, COP-W and CIP II are set allocations that need to last the entire year. Cheryl indicated that all the programs except COP have a federal match amount. This means the funding for those programs is about 60% Federal dollars and 40% State dollars.

Cheryl stated that the COP program is all State funded and as such there is more flexibility in what the program can pay for as there are no federal requirements to follow. This committee has previously established that 50% of the CIP II allocation and 40% of the COP allocation may be used for CBRF services. The CBRF report Cheryl submitted reflects that the percentages in 2012 are below the benchmarks. Diane Niggemann made a motion to accept the 2012 CBRF Report. Nancy Nelson seconded. The motion passed unanimously.

Other Business:

Diane Niggemann reported on several items:

- Diane reports that she has received a letter from LogisiCare (the State's Medical Assistance transportation provider) asking if Taylor County would be interested in contracting with them. Low reimbursement rates have prevented this in the past. Complaints regarding LogistiCare transportation continue. Nancy Doberstein stated that local drivers do not seem to be utilized for local residents.
- The next Chat-n-Snack will be held on Wednesday, June 6, 2012 at the Multi-Purpose Building with the topic of Protecting Your Money to avoid financial exploitation.
- The annual Caregiver Conference will be held in Ogema on June 15, 2012. The speakers are Mahala Earnhart from the Marshfield Memory Clinic and Lisa Cerasoli author of *As Nora Fades Away: Confessions of a Caregiver*, written in tribute to her grandmother.
- Farmers Market Vouchers may be picked up on Tuesday 6/5/2012 starting at 9:30. This program provides \$25 in vouchers for low income elders to purchase fresh produce from WI growers at local farmers markets.
- Driver safety is being offered through AARP.
- Neighbor to Neighbor Program is getting started in Medford for income eligible people of all ages needing basic home repairs.

Schedule next meeting: The next meeting of the COP/Long-Term Support Planning and Advisory Committee will be Monday, August 20, 2012 at 10:00 a.m. at the Taylor County Community Building located at the fairgrounds.

Adjourn: Shirley Kleist made a motion to adjourn with a second by Diane Niggemann. Motion passed unanimously. Meeting adjourned at 11:40.

Respectfully Submitted,

Cheryl Ketelhut
Long Term Support Coordinator
Taylor County Human Services

COP/LONG TERM SUPPORT PLANNING AND ADVISORY COMMITTEE

Monday, February 20, 2012

Call Meeting To Order: The Community Options Program (COP)/Long-Term Support Planning and Advisory Committee meeting was called to order by Cheryl Ketelhut on February 20, 2012 at 10:00 a.m. at the Taylor County Community Building.

Members Present: Attendance included Nancy Nelson, Shirley Kleist, Frances Smith, Ingrid Purvis, Darlene Nowak, Judi Fillmore, Roger Ewan, Dennis Fuchs, Diane Niggemann, Darlene Nowak, and Cheryl Ketelhut.

Members Absent: Nancy Doberstein and Shirley Sloniker

Other Attendees: Mary Bix

Approve Minutes of the November 14, 2011 meeting: Minutes were discussed and the following changes made: The meeting on November 14, 2011 was called to order that day, correction to correctly spell Frances Smith's name and the committee approved the May 16, 2011 meeting minutes at the November 16, 2011 meeting. A motion was made by Roger Ewan to approve the minutes of the November 14, 2011 meeting as corrected above. Shirley Kleist seconded the motion. Motion passed unanimously.

Approve Current Agenda: A motion was made by Nancy Nelson to approve the agenda as posted. Ingrid Purvis seconded. Motion passed unanimously.

Public Input: There was no public input other than the Transition Committee as discussed below.

Transition Committee: Mary Bix was introduced as a member of the COA Board and as a Board Member of the ADRC (Aging and Disability Resource Center) of the Northwoods. She is a member of a Regional Long Term Care Advisory Committee made up of representatives from several ADRCs in northern Wisconsin. The committee members are gathering information to assist in long range planning for long term care needs. She distributed a handout with questions for the COP committee members. The questions posed ranged from asking about the unmet service needs of our population, to familiarity with the ADRC/Family Care/IRIS models, and ideas of how to "stretch" funding for long term support programs. She encouraged those present to continue thinking about their responses to the questions she distributed and requested committee members call her with further thoughts they may have in regard to the issues discussed. Mary will be speaking at the nutrition sites and various other local committees in an effort to gather additional responses to the questions posed by the Regional Long Term Care Advisory Committee.

ADRC Update: Diane Niggemann and Mary Bix provided an update on establishing an Aging and Disability Resource Center (ADRC) in Taylor County. The Taylor County Board of Supervisors has passed a resolution for Taylor County to join the ADRC of the Northwoods and that the Information and Referral Specialists be Taylor County employees. The Taylor County satellite office will be located in the Commission on Aging offices and remodeling is slated to start 2/27/2012. The COA Board will be discussing the job descriptions for the Information and Assistance Specialists and then sending them to the Taylor County Personnel Committee. The positions will be in the Professional Union. The positions will then be posted. There will be training for the ADRC staff the last week of March 2012. The ADRC is scheduled to open 4/1/2012. Pam Parkkila has been hired as the Regional Manager of the ADRC of the Northwoods and will start 3/1/2012.

Summary of 2011 Community Options Program Participants and Wait List Information: Cheryl Ketelhut provided the committee with a written report of 2011 Community Options Program (COP) activities. In 2011 there were 76 Taylor county residents who received COP services and 72 who received COP-W services. There were 77 assessments in 2011, resulting in 58 case plans. The target groups served at the following percentages of the whole: elderly 60.5%; physically disabled 12.8%; developmentally disabled 10.5%; and chronically mentally ill at 12.8%. Cheryl reported that she, along with support staff, continue to investigate the detailed Human Services Reporting System (HSRS) data and have been unable to locate the data entry error accounting for the "other" group served (3.5% of the whole). Cheryl explained that this is a very tedious process for something that has little value in the end. Cheryl reported that at the end of 2011 there were no individuals on the waiting list for in-home services. There were 6 people on the waiting list for CBRF services: 2 currently have in-home services and are awaiting CBRF care, 3 are at a nursing home waiting for funding in a CBRF and 1 person is at home with care from informal supports. Diane Niggemann made a motion to accept the 2011 Community Options Program Summary Report. Shirley Kleist seconded. Motion passed unanimously.

Cheryl informed the committee that data and costs for 2012 are not yet available as services provided in January 2012 are currently being paid. Cheryl did share that there are 12 individuals on the wait list for CBRF services: 3 currently have in-home services, 6 are at nursing homes, 2 are at home with informal supports and 1 is at a CBRF now utilizing private funds. Cheryl reported that the funding in the budget for that program needs to be available and the percentage of the budget used for CBRF care needs to be within COP Committee approved limits before approval is given for the person to receive CBRF services. Cheryl informed the committee she is awaiting confirmation from the State regarding which program individuals are funded with before additional people receive CBRF services. There are no individuals on the waiting list for in-home services.

CBRF Report: Cheryl distributed a detailed report of CBRF costs in 2011 as compared to the previous three years. The COP Committee has previously established that the maximum percentage of funding for CBRF care is 40% for the COP allocations and 50% for the CIP II allocations. The report Cheryl submitted reflects that the percentages in 2011 are below those benchmarks. Judi Fillmore made a motion to accept the 2011 CBRF Report. Shirley Kleist seconded. The motion passed unanimously.

Other Business:

Diane Niggemann reported on several items:

- 2012 large print calendars are available in the COA office and more are on order.
- Complaints regarding LogistiCare transportation continue. Drivers are routinely come from outside the Taylor County area. Local drivers do not seem to be utilized for local residents. Local drivers can be requested but LogistiCare does not guarantee they will be the driver that comes for the person. Cheryl reported that she recently found out that the mailing address for complaints is not provided to customers of LogistiCare, presenting a barrier as many people using the services do not have access to the internet or a fax machine (the methods of filing of complaint).
- The next Chat-n-Snack will be held on Wednesday, March 7, 2012 at the Multi-Purpose Building with the topic being use of electronic devices (cell phones, I-pads/pods ...). The April Snack and Chat will most likely be presenting information about the ADRC.
- A Stepping On program that focuses on falls prevention will be offered starting 4/10/12. This is co-lead by staff from Memorial Health Center and a local volunteer with educational sessions covering topics such as exercise, nutrition, etc. with the purpose of falls prevention.
- The Senior Fair is scheduled for Friday 10/26/2012 at the high school in Medford.

Schedule next meeting: The next meeting of the COP/Long-Term Support Planning and Advisory Committee will be Monday, May 21, 2012 at 10:00 a.m. at the Taylor County Community Building located at the fairgrounds.

Adjourn: Shirley Kleist made a motion to adjourn with a second by Diane Niggemann. Motion passed unanimously. Meeting adjourned at 11:40.

Respectfully Submitted,

Cheryl Ketelhut
Long Term Support Coordinator
Taylor County Human Services