

## **COP/LONG TERM SUPPORT PLANNING AND ADVISORY COMMITTEE**

Monday, November 18, 2013

**Call Meeting To Order:** The Community Options Program/Long-Term Support Planning and Advisory Committee meeting was called to order by Shirley Sloniker on Monday, November 18, 2013 at 10:00 a.m. at the Taylor County Community Building.

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

**Members Absent:** Judi Fillmore and Nancy Doberstein

**Approve Minutes of the August 19, 2013 meeting:** Motion by Dan Makovsky to approve the minutes of the August 19, 2013 meeting. Shirley E. Kleist seconded. Motion passed.

**Approve Current Agenda:** Cheryl added the agenda item of scheduling the 2014 COP/LTS Committee meetings to the agenda. A motion was made by Robert Lee to approve the agenda with the additional item, now at eleven items. Ingrid Purvis seconded. Motion passed.

**Public Input:** None

**Summary of the 2013 Community Options Program:** Cheryl Ketelhut provided a written report of 2013 Community Options Program (COP) activities. So far in 2013, 24 Taylor County residents have received COP services and 56 have received COP-W services. There have been 80 assessments, resulting in 66 case plans. The target groups served at the following percentages of the whole: elderly 58.4%; physically disabled 14.6%; developmentally disabled 10.1%; and chronically mentally ill at 16.9%. Cheryl reported there were no individuals on the waiting list for in-home services. There are three people on the waiting list for CBRF (Community Based Residential Facility) services. There is funding available for all the individuals however, all the CBRFs are full at the present time. All of the individuals are safely receiving in-home services funded by long term support programs.

**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. Cheryl distributed the report which indicated the CIP II spending for CBRF costs is at 39.10% and the COP spending for CBRF costs is at 18.25%. Cheryl answered questions regarding the funding difference between Nursing Home Diversion, Money Follows Person and Nursing Home Relocation verses CIP II and COP-W. All of the programs have the same functional and financial eligibility. The basic difference is that CIP II and COP-W are set amounts of money Taylor County is given to serve as many people as we can who qualify financially and functionally. Diversion, Relocation and Money Follows Person funding is available in addition to the CIP II and COP-W funds if client's have higher needs or relocate from Medicaid funded nursing home stays.

Nancy Nelson motioned to accept the Summary of the 2013 Community Options Program Report. Dan Makovsky seconded. The motion passed.

**Room and Board Policy Approval:** Cheryl distributed for discussion and possible acceptance, a COP and/or Community Aids policy developed should COP or Community Aids funding be used to pay for Room and Board expenses. Cheryl described the process of determining the room and board amount clients pay when receiving residential services (live

at an Adult Family Home or CBRF). The room and board is similar to 'rent' and is paid by the client to Human Services. Human Services then uses that money along with waiver funding to pay the contracted rates to providers. Formulas are used to determine the monthly amount of room and board as well as to determine the client's ability to pay the room and board. Should the client have the inability to pay the full room and board due to lack of income, COP funding may be used to assist the client in meeting the room and board obligation.

In certain circumstances the client may be unwilling to pay room and board costs. The policy details the procedures Human Services staff would use to determine if community aids funding would be used to pay the room and board amount. Assessments would be completed to determine if the client is able to manage their finances and referrals to community resources if they are not. While this is pursued the agency director and unit coordinator determine if COP or Community Aids funding will be used on a month to month basis to assist with room and board payments.

Discussion was held regarding if a time limit should be added to how long COP or Community Aids funding would be used for a person unwilling to pay for room and board costs. Cheryl commented that it would be difficult to place a limit on the time as legal changes vary as to the amount of time it takes to have a representative payee, conservator or guardian appointed. Cheryl reassured the committee that the circumstance of unwillingness to pay is very unusual and at the present time had not occurred and that budget considerations are continually monitored as well.

Robert Lee motioned to accept the Use of Community Options (COP) and/or Community Aids (SA) Funds to Pay Room and Board Expenses. Shirley E. Kleist seconded. Motion passed.

**ADRC Update:** ADRC staff not present. Diane Niggemann updated committee and stated ADRC staff is busy. An appointment to see the Disability Benefit Specialist is 1-2 months wait so additional staff for that position are being hired which will allow for increased time at the Taylor County office. A regional marketing campaign is being developed.

**2014 COP/LTS Planning and Advisory Committee Meeting Schedule:** Committee will meet at 10:00 at the Community Building at the Taylor County Fairgrounds on February 17, May 19, August 18 and November 17.

**Other Business:** Diane Niggemann gave committee members the following info:

- Diane announced her retirement effective 12/13/2013
- Chat and Snack will be held at the Multi-Purpose Room on 12/4/2013 from 1:00pm – 2:00pm with the topic of Estate Recovery. The speaker will be an elder law attorney.
- The Commission on Aging is having a Transportation Public Hearing on Tuesday 12/3/13. Federal guidelines require a five year Transportation Plan and the Public Hearing is a part of that plan as an opportunity for the public to express concerns/needs for transportation.
- MTM is the Department of Health Services contracted provider for those using Medicaid funded transportation for medical appointments. They were awarded this contract after the provider had financial concerns and the quality of their services was in question. MTM services are somewhat better in quality but concerns remain. The COA and Human Services direct individuals with concerns to the appropriate personnel at MTM and DHS.
- There is a campaign for the holidays that involves collecting socks and undergarments for those in need. Please give donations to the COA or St Paul's Lutheran Church here in Medford.
- Indianhead Community Action Agency has had numerous changes including a possible move to a new location. Cheryl and Diane are in contact with the

Indianhead staff for updates so those in need can be directed to the proper location at times when services are available.

**Schedule next meeting:** The next meeting of the COP/Long-Term Support Planning and Advisory Committee will be Monday, February 17, 2014 at 10:00 a.m. at the Taylor County Community Building located at the fairgrounds.

**Adjourn:** Dan Makovsky motioned to adjourn with a second by Diane Niggemann. Motion passed. Meeting adjourned at 11:35.

Respectfully Submitted,

Cheryl Ketelhut, Long Term Support Coordinator, Taylor County Human Services

## **COP/LONG TERM SUPPORT PLANNING AND ADVISORY COMMITTEE**

Monday, August 19, 2013

**Call Meeting To Order:** The Community Options Program/Long-Term Support Planning and Advisory Committee meeting was called to order by Shirley Sloniker on Monday, August 19, 2013 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, Nancy Doberstein, Shirley Sloniker, Diane Niggemann, Dan Makovsky, Ingrid Purvis, Robert Lee and Cheryl Ketelhut. Also present was Sue Nuernberger of the ADRC of the Northwoods, TC office.

**Members Absent:** None

**Approve Minutes of the May 20, 2013 meeting:** Motion by Robert Lee to approve the minutes of the May 20, 2013 meeting. Nancy Nelson seconded. Motion passed.

**Approve Current Agenda:** A motion by Shirley E. Kleist to approve the agenda as posted. Nancy Doberstein seconded. Motion passed.

**Public Input:** None

**Summary of the 2013 Community Options Program:** Cheryl Ketelhut provided a written report of 2013 Community Options Program (COP) activities. So far in 2013, 22 Taylor County residents have received COP services and 56 have received COP-W services. There have been 62 assessments, resulting in 49 case plans. The target groups served at the following percentages of the whole: elderly 56.5%; physically disabled 15.3%; developmentally disabled 10.6%; and chronically mentally ill at 17.6%. Cheryl reported there were no individuals on the waiting list for in-home services. There are five people on the waiting list for CBRF (Community Based Residential Facility) services. There is funding available for all the individuals however, all the CBRFs are full at the present time. Two of the five individuals are either receiving informal supports from family/friends or in-home services funded by long term support programs. The three people are at home with non-waiver services (privately funded or funding from another agency) as the CBRF of their choice is full.

**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. Cheryl will be sending the report to committee members and states the percentages for the year are within the limits established.

Dan Makovsky motioned to accept the Summary of the 2013 Community Options Program Report. Judi Fillmore seconded. The motion passed.

**Aging and Disability Resource Center Update:** Sue Nuernberger reported that the ADRC staff members continue to be busy. They are assisting people with numerous things including application and continuation of benefits for Food Share and WI-MA. They have both scheduled appointments and walk-ins. Since the income maintenance issues are not managed locally any longer, but by the Northern Income Maintenance Consortium there is increased workload for advocates and people who work with the population receiving benefits. ADRC staff will be co-facilitating with Public Health a Living Well with Chronic Conditions class. They will be focusing on schools in October and letting them know the services provided by the ADRC for students transitioning to adult services. All present agreed that the ADRC presence has been a benefit to Taylor County residents and their families.

**Other Business:**

Diane Niggemann gave committee members the following info:

- Stepping On classes for falls prevention will be expanding into the Gilman areas in the fall with classes starting on 9/9/2013. The class will be facilitated by a nurse from the Gilman Clinic and a peer educator, both having attended specialized training to lead the classes which meet once a week for seven weeks.
- Medical Transportation Management (MTM) has been selected by DHS to be the new non-emergency medical transportation provider for WI residents on Medical Assistance. MTM replaced LogistiCare effective August 1, 2013. Numerous quality issues have been noted with LogistiCare and it is hoped the new company will have improved services, however some things still need to be worked out as complaints continue. There is a need to advocate to get the driver/transportation company you want.
- Falls Prevention day is Friday 9/6/2013 from 9-12 in the Multipurpose Room at COA. The topics cover things related to falling and prevention of such. This is an annual event hosted by the COA and is well attended.
- The Senior Health Fair is scheduled for Friday 10/25 and will be held at Medford High School. This annual event has numerous vendors from the Taylor County Service Area. Nestle provides lunch for those attending.

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

**Adjourn:** Dan Makovsky motioned to adjourn with a second by Shirley E. Kleist. Motion passed. Meeting adjourned at 11:03.

Respectfully Submitted,

Cheryl Ketelhut, Long Term Support Coordinator, Taylor County Human Services

## **COP/LONG TERM SUPPORT PLANNING AND ADVISORY COMMITTEE**

Monday, May 20, 2013

**Call Meeting To Order:** The Community Options Program/Long-Term Support Planning and Advisory Committee meeting was called to order by Shirley Sloniker on Monday May 20, 2013 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, Nancy Doberstein, Shirley Sloniker, Diane Niggemann, Dan Makovsky, Ingrid Purvis, Robert Lee and Cheryl Ketelhut. Also present was Kris McMurry of the ADRC of the Northwoods, TC office.

**Members Absent:** None

**Approve Minutes of the February 18, 2013 meeting:** Motion by Nancy Nelson to approve the minutes of the February 18, 2013 meeting. Shirley E. Kleist seconded. Motion passed.

**Approve Current Agenda:** A motion by Nancy Doberstein to approve the agenda as posted. Darlene Nowak seconded. Motion passed.

**Public Input:** None

**Summary of the 2013 Community Options Program:** Cheryl Ketelhut provided a written report of 2013 Community Options Program (COP) activities. So far in 2013, 21 Taylor County residents have received COP services and 56 have received COP-W services. There have been 40 assessments, resulting in 29 case plans. The target groups served at the following percentages of the whole: elderly 55.2%; physically disabled 17.2%; developmentally disabled 10.3%; and chronically mentally ill at 17.2%. Cheryl reported there were no individuals on the waiting list for in-home services. There are five people on the waiting list for CBRF (Community Based Residential Facility) services. There is funding available for all the individuals however, all the CBRFs are full at the present time. Four of the five individuals are either receiving informal supports from family/friends or in-home services funded by long term support programs. The fifth person will be moving to a CBRF in June.

**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 2013 are below the benchmarks. Local CBRFs are Care Partners, Our House, Deerview Meadows and Cedar Lane at Memorial Health Center.

Dan Makovsky motioned to accept the Summary of the 2012 Community Options Program and the 2012 CBRF Report. Robert Lee seconded. The motion passed.

**Aging and Disability Resource Center Update:** The ADRC has been open for one year and is active. A marketing plan is due to be launched soon. Each month a new target group of community resources is contacted to inform them of what services the ADRC provides. This month funeral directors are being contacted by ADRC staff. Since the income maintenance issues are not managed locally any longer, but by the Northern Income Maintenance Consortium there is increased workload for advocates and people who work with the population receiving benefits. ADRC staff will be co-facilitating with Public Health a Living Well with Chronic Conditions class for six consecutive weeks at the Courthouse starting on Thursday, May 30, 2013 from 1:00p.m. – 3:00p.m.

**Other Business:**

Diane Niggemann gave committee members the following info:

- Teepa Snow, Occupational Therapist with a specialty in dementia care will be presenting at the Caregiver Conference to be held on 6/14/2013 in cooperation with Price County and held in Ogema. Those present indicated great satisfaction with her presentations in the past. COA sponsors a bus for transportation and lunch is served. There is not cost.
- Stepping On classes for falls prevention will be starting June 3, 2013 and continue once a week for seven weeks. It is facilitated by Public Health Staff. Diane is hoping to expand into the Rib Lake and Gilman areas in the fall.
- Strong Women classes continue and are very popular. There are two sessions: Monday and Wednesday from 2:00p.m. – 3:00p.m. or Tuesday and Thursday from 5:00p.m. – 6:00p.m. It is hoped the classes can expand into the Rib Lake and Gilman area.
- Medical Transportation Management (MTM) has been selected by DHS to be the new non-emergency medical transportation provider for WI residents on Medical Assistance. MTM is replacing LogistiCare effective August 1, 2013. Numerous quality issues have been noted with LogistiCare and it is hoped the new company will have improved services.
- Diane reports she will be getting Farm Market Coupons again. The coupons are available for those residents 65 y.o. and over to assist with purchasing fresh produce at the Farmer's Markets.

Shirley Sloniker reported she had been contacted by a company insisting she had free access to an emergency alert system, the caller only needed her to pay the shipping/handling charges. Caller was very persistent and would not provide his name. Shirley did not provide the information he requested and called the police to report the incident. Those present stated that there are an increasing number of telephone scams and the calls are very difficult for police to tract due to the phone numbers going through a de-identifier.

**Schedule next meeting:** The next meeting of the COP/Long-Term Support Planning and Advisory Committee will be Monday, August 19, 2013 at 10:00 a.m. at the Taylor County Community Building located at the fairgrounds.

**Adjourn:** Nancy Nelson motioned to adjourn with a second by Shirley E. Kleist. Motion passed. Meeting adjourned at 11:15.

Respectfully Submitted,

Cheryl Ketelhut, Long Term Support Coordinator, Taylor County Human Services

## **COP/LONG TERM SUPPORT PLANNING AND ADVISORY COMMITTEE**

Monday, February 18, 2013

**Call Meeting To Order:** The Community Options Program/Long-Term Support Planning and Advisory Committee meeting was called to order by Shirley Sloniker on Monday February 18, 2013 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, Diane Niggemann, Dan Makovsky, Ingrid Purvis, Robert Lee and Cheryl Ketelhut. Also present was Sue Nuernberger of the ADRC of the Northwoods, TC office.

**Members Absent:** Nancy Doberstein

**Approve Minutes of the November 12, 2012 meeting:** Motion by Shirley E. Kleist to approve the minutes of the November 12, 2012 meeting. Robert Lee seconded. Motion passed.

**Approve Current Agenda:** A motion by Frances Smith to approve the agenda as posted. Robert Lee seconded. Motion passed.

**Public Input:** None

**Summary of the 2012 Community Options Program:** Cheryl Ketelhut provided a written report of 2012 Community Options Program (COP) activities. During 2012 there were 29 Taylor County residents who received COP services and 54 who received COP-W services. There have been 93 assessments in 2012, resulting in 70 case plans. The target groups served at the following percentages of the whole: elderly 58.7%; physically disabled 14.1%; developmentally disabled 8.7%; and chronically mentally ill at 18.5%. Cheryl reported there were no individuals on the waiting list for in-home services. There are five people on the waiting list for CBRF (Community Based Residential Facility) services. There is funding available for all the individuals however, all the CBRFs are full at the present time. Four of the five individuals are either receiving informal supports from family/friends or in-home services funded by long term support programs. The fifth person is currently in the assessment process.

**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. Cheryl also distributed a handout containing information with the annual CBRF expenditures since 2008.

Robert Lee motioned to accept the Summary of the 2012 Community Options Program and the 2012 CBRF Report. Nancy Nelson seconded. The motion passed.

**2013 COP Plan Update:** Cheryl distributed copies of the 2013 COP Plan Update explaining it contained basic information that is submitted to the State each year. Dan Makovsky motioned to accept the 2013 COP Plan Update. Judy Fillmore seconded. The motion passed. Shirley Sloniker signed the document. Cheryl will have TCHSD Director Amber Fallos sign and submit the document for DHS approval.

**ADRC Update:** Cheryl apologized for the ADRC (Aging and Disability Resource Center) not receiving a meeting notice and will assure that the ADRC is on the mailing list to receive it in the future. Sue Nuernberger indicated the ADRC has been busy since its opening. The



Taylor County office is part of a region that also includes three tribes and three other counties. Sue and Kris McMurry are staff assisting Taylor County residents in locating needed services and determining what services someone may be eligible for to assist in meeting their needs. Don Meeder is the Disability Benefit Specialist and is in the office one day/week. He assists those aged 18-59 in applying for disability benefits. The volume of his referrals in Taylor County is such that he is considering increasing his time here. The ADRC staff assists children/families age 17 years 6 months in transitioning from children/school services to adult services. A marketing plan is due to be launched soon. All present agreed that the lack of local staff to manage economic assistance issues is concerning. Since these operations have been regionalized many individuals have having great difficulty finding out about their benefits for Medical Assistance and Food Share. Staff from the COA, ADRC, Nursing Homes, TCHSD and the Health Department have assisted in helping individuals mitigate the barriers presented by regionalization.

**Other Business:** Diane Niggemann gave committee members the following info:

- Teepa Snow, Occupational Therapist with a specialty in dementia care will be presenting at the Caregiver Conference to be held on 6/14/2013 in cooperation with Price County and held in Ogema. Those present indicated great satisfaction with her presentations in the past. COA sponsors a bus for transportation and lunch is served. There is not cost.
- The Senior Health Fair will be on Friday 10/25/2013 at the High School.
- The March Chat and Snack will be on 3/6/2013 from 1p.m – 2p.m. at the Multi-Purpose Building with a presentation of assistive technology/devices by the ADRC and MidState Independent Living Consultants.
- COA will be sponsoring one day trips to various locations for the elderly in Taylor County. Tentative plans are for a trip to a florist and an alpaca farm.
- Evidenced Based Programing is required to meet federal guidelines and the COA offers several to meet needs in Taylor County. All these classes require training to teach them. Staff from the ADRC, Health Department and Memorial Health Center are completing the training. Most of the classes are 6-7 weeks long, 1x/week for 1-2 hours. Diane indicates she is emphasizing classes in the western and northern areas of Taylor County. Among the classes are: Stepping On for falls prevention, Living Well with Chronic Conditions and Powerful Tools for Caregivers.

Other topics of discussion included:

- LogistiCare is one of four companies that submitted bids to the State for continuing Medical Assistance transportation services.
- It is unknown when Family Care will expand to Taylor County.

**Schedule next meeting:** The next meeting of the COP/Long-Term Support Planning and Advisory Committee will be Monday, May 20, 2013 at 10:00 a.m. at the Taylor County Community Building located at the fairgrounds.

**Adjourn:** Dan Makovsky motioned to adjourn with a second by Shirley E. Kleist. Motion passed. Meeting adjourned at 11:30.

Respectfully Submitted,

Cheryl Ketelhut, Long Term Support Coordinator, Taylor County Human Services