

## Meeting Minutes

<b>Meeting:</b> Board of Directors			
<b>Meeting Date</b>	<b>Location</b>	<b>Duration</b>	<b>Dial-in Number</b>
December 2, 2009	Lakeland Care District 255 S Main Street Fond du Lac	3:40 p.m. – 4:58 p.m.	
<b>Mtg. Leader</b>	<b>Meeting Materials</b>		
Allen Buechel	<ul style="list-style-type: none"> <li>• Quality Management Program Annual Plan</li> <li>• Quality Management Program Description</li> <li>• Appeal and Grievance Policy</li> <li>• Appeal and Grievance Procedure</li> <li>• Member Rights and Responsibilities Policy</li> <li>• Objective F</li> <li>• Quality Management Committee Handout</li> <li>• CEO Report</li> </ul>		
<b>Members in Attendance</b>			
Jim Brey	Allen Buechel	Laura DeGolier	Mark Harris
Lea Kitz	Jim Koziczowski	Todd Moely	Judy Ruggirello
Bob Ziegelbauer			
<b>Members Excused / Absent</b>			
<b>Others Present</b>			
Dan Bizub – Lakeland Care District	Meghan Hyland – Creative Care Options	Steve Kirschner	Katie Kreis – Lakeland Care District
Vicki McKay – Lakeland Care District	Katie Mnuk – Lakeland Care District	Ken Stoffel – Winnebago County DHS	

<b>Agenda Item</b>	<b>Notes &amp; Recommendations</b>
Call to Order	Buechel called the meeting to order at 3:37 p.m.
Public Comment	Steve Kirschner expressed appreciation to the Board members traveling from a distance to be on this Board.
Review & Approve Minutes	Moved by Moely to approve November 18, 2009 draft meeting minutes as submitted; seconded by Koziczowski. Motion carried by a vote of Ayes, 9. Nays, 0.
LCD Quality Program	<p><u>Quality Management Program Description &amp; Annual Plan</u>            Moved by Ziegelbauer to adopt the Lakeland Quality Management Program for CY2010 and Quality Management Program Description for CY 2010 as modified; seconded by Brey. Motion carried by a vote of Ayes, 9. Nays, 0.</p> <p>Moved by Moely to amend the original motion to include Objective F to the Quality Management Program Annual Plan; seconded by Ruggirello. Motion carried by a vote of Ayes, 9. Nays, 0.</p> <p>Original motion carried by a vote of Ayes, 9. Nays, 0.</p> <p><u>Appeal and Grievance Policy and Procedure</u>            Moved by Ziegelbauer by approve the Appeal and Grievance Policy and Appeal and Grievance Procedure; seconded by Harris.</p>

	<p>Moved by Kitz to amend the original motion to add to the exception statement (page 4 of the Procedure) “must be approved by the member or guardian”; seconded by Ziegelbauer. Motion defeated by a vote of Ayes, 1 – Kitz, Nays, 8.</p> <p>Original motion carried by a vote of Ayes, 9. Nays, 0.</p> <p><u>Member Rights and Responsibilities Policy</u>  Moved by Brey to approve the Member Rights and Responsibilities Policy; seconded by Koziczowski. Motion carried by a vote of Ayes, 9. Nays, 0.</p> <p>Brey was excused from the meeting at 4:47 p.m.</p>
Certification and Business Plan	Mnuk provided an update on Certification and Business Plan activities. Lakeland Staff has met with the State and is working on specified revisions due for submittal in February 2010.
CEO Report	Moved by Koziczowski to receive and file CEO report; seconded by Moely. Motion carried by a vote of Ayes, 8. Nays, 0. (CEO report attached)
Future Agenda Items	<p>Future agenda items include:</p> <ul style="list-style-type: none"> <li>• Board Policy &amp; Procedures – 12/16</li> <li>• Certification updates</li> <li>• MOUs and Contracts</li> <li>• Strategic planning – February 2010</li> </ul>
Adjourn	Moved by Moely to adjourn; seconded by Harris. Motion carried by a vote of Ayes, 8; Nays 0. Meeting adjourned at 4:58p.m.