

OPEN MEETING MINUTES
Waukesha County Health and Human Services
Children's Community Option Program (CCOP)
December 12, 2023
ROOM 271
12:00 P.M. – 1:00 P.M.

Present CCOP Committee: Vickie Smith (Chair), Jennifer Nicholson (Vice chair), Julie Kowalske, Kelley Serrano, Joelle Gosda, Sarah Burbey, Sarah Hawkins, Tracey Stanislawski, Kate Bathie, Gabrielle Manders, Stacy Pawlak

Guests: Nicole Breu, Jena Sherer

1. Call to Order

Chair Smith called the meeting to order at 12:01 p.m.

Introductions were exchanged among the committee members and guests.

2. Review and Approval of Minutes

Motion: Nicholson moved, seconded by Burbey to approve CCOP minutes of November 16, 2023. Motion passed without a negative vote.

3. Committee Business

The committee reviewed and made the final revisions to the letter. The committee attained an agreement on the final version of the letter after a thorough deliberation. Motioned by Burbey, seconded by Bathie to approve the final drafted letter to be sent to Corporation Council.

4. Agency Updates

Smith presented a brochure on the "Children with Special Needs Long Term Support Waiver Support Program" to the committee, revealing a new brochure in 2024 that combines CLTS and CCS and will be available in Spanish.

The Annual Quality Assurance Survey will be sent before the end of 2023, with new opportunities for families to complete it electronically via QR codes and website link to complete. Paper copies will be available upon request.

The Department is looking to revise our Release of Information form for use within the program. This is pending approval.

The approximate total CCOP dollars have been spent is 148,000; leaving \$77,000 to be spent. If all families submitted requests exceeding \$500, the total amount spent would be around \$208,000, leaving \$18,000 remaining. We will make every effort to spend all of the funds.

5. Possible Topics for the Next Meeting's Agenda

- CCOP funding for 2024
- Virtual guidance from Corporation Council
- Initiatives Committee would like to accomplish in 2024
- Educational Segment on Childcare and Respite Services

6. Public Comment **

Spring Creek Church & Hales Corners Churches: Special Needs Ministry

7. Adjourn

Meeting was adjourned at 12:59pm

FUTURE MEETING DATES:

February 22nd

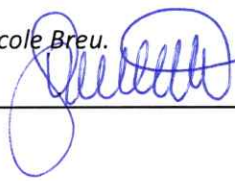
May 23rd

September 19

November 14

Respectfully submitted by Nicole Breu.

Minutes Were Approved: _____



Date: 2/22/24