

**MEETING MINUTES FOR THE SPECIAL SERVICES ADVISORY COMMITTEE (SSAC)  
September 21, 2017**

**MEMBERS PRESENT:** Sara Barron, Kimberlee Coronado, Wendy Heyn, Patrick Jauquet, Murrene Payton

**MEMBERS ABSENT:** Jennifer Bertram, Eden Christman, Amy Elfner, Emily Enockson, Lisa Fusco, Jason Gahan, Benhi Khabebe, Amy Shurte, Jennifer Siderits, Bonnie Siegel

**DEPARTMENT STAFF PRESENT:** Mireya Casarrubias, Jane DeGeorge, Janelle McClain, Diane Scheerer, Casey Vullings

**GUESTS PRESENT:** Karin Alexander, Nicole Gregory, Andre Gregory, Aimee Gruber, Patrice Kwiatkowski, Jim Martinson, Saira Tahir

Vullings called the meeting to order at 12:14 p.m.

**INTRODUCTIONS**

Members introduced themselves and their roles (parent and professional).

Vullings reviewed the SSAC Mission, the Children's Long Term Support (CLTS) Waiver, and the Children's Community Options Program (CCOP). Jauquet added that the discussions are important to allow the parents' voice to be heard at the state level as well.

Barron discussed Broadscope's services and events. They just started the Respite and Recreation which allows parents to drop off their children for activities. Waukesha utilizes a large sum of tax levy dollars for respite care through Broadscope, with the only stipulation being that the child has special needs.

**APPROVAL OF MINUTES FROM MAY 18, 2017**

Motion: Jauquet moved, second by Barron, to approve the minutes of the May 18, 2017 meeting. Motion passed unanimously.

**CLTS AND CCOP PROGRAM UPDATES**

Vullings commented that while the state budget still needs to be approved, Governor Walker is looking to add \$39-million to eliminate the CLTS waiting list. Waukesha County has 406 families on the largest waiting list in the state. There is a very specific structure as to how many families will come off of the list each month. Vullings' staff will be doubled in anticipation of the wait list elimination.

CLTS is a federal and state Medicaid program. CCOP is state-funded. While they have similar outcomes, CLTS is more regulated. CCOP funds are to be utilized after the CLTS funds. Due to the large size of our waiting list, we have been able to use the CCOP funds to help the families on the waiting list. Since January, families are eligible for one long-term support program.

**REVIEW CCOP PLAN UPDATE / WHAT DOES CCOP LOOK LIKE IN 2018?**

Vullings stated that we currently serve 100-120 families each year with the existing CCOP funding. Due to the wait list changes, CCOP is going to look much different.

Every year in October or November, there is a CCOP survey sent out to everyone on the waiting list. Recipients have approximately 30 days to return the surveys. The county then scores the surveys and the following year, bases services on the results of the surveys. There are a few options to handle surveys this year for the 2018 including sending the surveys out in a staggered manner depending on how long it will be before someone is off of the waitlist. By March, we plan to have 200 families off of the waitlist. The waiver referrals are separate from the survey. The waiver referral is sent to Scheerer to be entered into the state system. The CCOP survey is just for Waukesha County. The waiver is state-wide and not county-specific, so if a family moves to another county within the state, they maintain their position on the waitlist.

Vullings asked the committee if we should send surveys to those people or turn our focus on families 201-406. The committee discussed various options, and ultimately decided that the survey will be sent out to all of the families to stay consistent and "on the safe side."

#### **NEW MEMBERS AND CHAIRPERSON**

Vullings stated that when Waukesha County submits our CCOP program to the state, we need to include our updated membership list. Members make a verbal commitment to attend the meetings and agreeing that your feedback is important to the committee. Jauquet added that while there are mandates on how the committee should be run, there is not a guideline from the state regarding how many people can be members. Previously, the committee agreed that there would be 11 members – 6 parents and 5 organizational representatives.

Jauquet has been the chairperson of the committee for many years. The main duty for the chairperson is to simply attend the meetings.

#### **AGENDA ITEMS FOR NEXT MEETINGS**

We will set the 2018 schedule, with input from the committee, at the next meeting.

#### **ADJOURN**

Motion: Jauquet moved, second by Scheerer, to adjourn the meeting at 1:34 p.m. Motion passed unanimously.