

Community Support Network, Inc.  
Executive Committee  
October 16, 2002

Present: Alan Greene, Bruce Pacht, Bob James, Jay Haines

1. Comments on ESS Meeting

There was a general discussion of the information and material presented at the earlier ESS meeting at DDS. It was agreed that there should be a meeting of Executive Directors and Business Managers prior to the November 6, 2002 Board meeting to discuss this material and formulate any comments or concerns regarding its content to the Division prior to the November 20, 2002 Strategic Planning Group session.

2. Legislative Committee.

There was a discussion regarding the actions developed by the Legislative Committee at their meeting on October 11, 2002. Representative Peter Batula has called a meeting of the Wait List Committee for November 12, 2002 at 10:00 am. Prior to that meeting there will be a news conference held on the lawn of the legislative building to share the state of crisis on the Wait List to news media. There will also be a "fact sheet" distributed to news representatives. The meeting of the Wait List Committee, at CSNI's request, has been moved to a double room to accommodate what is expected to be a large group of family and consumers to make their presence felt regarding the crisis of the Wait List. CSNI has asked that they be allowed to speak as part of the agenda. The presentation will be made by Alan Greene, and will cover specific factual information that will highlight what the numeric and financial dynamics that agencies have had to face while at the same time serving more consumers for less revenues. Alan Greene and Jay Haines will be putting together this fact memorandum. Also shared with the news media and the Wait List Committee will be the petitions that have been signed by hundreds of consumers, families, and other constituent friends regarding concern over the Wait List.

CSNI will be hosting a meeting on 171B to discuss what an appropriate legislative position will be in this coming session regarding this unfunded service mandate.

3. Strategic Retreat Discussion

There are two proposals from facilitators under consideration for the December 5<sup>th</sup> and 6<sup>th</sup> retreat, one from Jamie Batson and the other from Randy Benthien. The latter proposal is expected to be significantly more costly than Jamie's however it was determined that Randy is a more appropriate choice from his past and recent familiarity with CSNI and the AA's, and in fostering a no nonsense discussion of area agency critical issues. The latter will be the topic of the first day, and the role CSNI is looked to play regarding these, and other issues, the topic for the second day. CSNI will be seeking grant funding to mitigate the cost of having a more expensive facilitator.

4. Office Operating Procedure Memorandum

After a brief discussion, it was agreed that this document can be presented to the Board for ratification, carrying the recommendation for that action by the Executive Committee.

5. ITTF Status Reporting

A specific request has been made of CSNI to present regular updates of the IT Software Development Project at Board meetings. A discussion was held as to what would be the most useful form of presentation. The Executive Director will begin this process at the November 6, 2002 Board meeting, with a summary of the project's objectives, what has been accomplished to date, what is the schedule for specific tasks, and to what degree will work on each module require specific attention by area agency staff.

6. CSNI Financial Reports.

A review of the September 30, 2002 CSNI Financials showed that \$36,071.02 had been drawn down from the accumulated funds for the IT Development Project which matched and funded the first invoice received. In addition, the HIPAA seminar invoice of \$30,840.75 was paid funded by payments of \$27,000.00 by the agencies and the balance from CSNI's operating reserves. The net YTD operating revenues of \$33,628.37 is moderately overstated as CSNI received in July DDS's funds for Quality Outcomes (\$29,732.00) which covers their full year share (50%) of the project. Therefore, actual net operating revenues are closer to the budgeted expectation of \$20,000.00.

The three operating projects (Family Support Partnership, Family Friends, and Quality Outcomes) continue to operate at projected budget levels. The CSNI Self-Insured Dental Program had a surplus of \$3,600.00 providing a surplus for the year of just under \$6,000.00.

With no Other Business, the meeting was adjourned at 1:45.

Minutes by Jay Haines.