

JEFFERSON COUNTY HUMAN SERVICES
Board Minutes
Monday, December 7, 2009

Board Members Present: Pam Rogers, Richard Jones, Augie Tietz, John McKenzie, Marty Powers, and Jim Schultz

Absent: Jim Mode

Others Present: Kathi Cauley, Joan Daniel, Donna Hollinger, Sue Torum, Terri Smyth-Magnus, Gary Petre, and Sharon Schmeling

1. CALL TO ORDER

Ms. Rogers called the meeting to order at 9:30 a.m.

2. ROLL CALL/ESTABLISHMENT OF QUORUM

Mr. Mode absent/Quorum established

3. CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW

Compliance attained

4. REVIEW OF THE DECEMBER 7, 2009 AGENDA

No changes

5. CITIZEN COMMENT

No Comment

6. APPROVAL OF THE OCTOBER 29, 2009 BOARD MINUTES

Mr. McKenzie made a motion to approve the October 29, 2009 board minutes.

Mr. Jones seconded.

Motion passed unanimously.

7. APPROVAL OF NOVEMBER 9, 2009 FINANCE COMMITTEE MINUTES

Mr. McKenzie made a motion to approve the November 9, 2009 finance committee minutes.

Mr. Powers seconded.

Motion passed unanimously.

8. REVIEW OF FINANCIAL STATEMENT

Ms. Cauley introduced Joan Daniel to the board as the new Administrative Services Division Manager.

Ms. Cauley reported on the October 31, 2009 financial statement highlighting the following areas:

- We have a small surplus because we received \$18,000 from the insurance company for recovery from the Birth to Three area. The costs are also in line now.
- Wages are down due to a decrease in personnel.
- Program Expenses for CCS are up, however billing has also increased.
- Employee travel costs have greatly improved.

- We will be getting reimbursed for Funeral & Burial account.
- Costs in the Kinship area are up, however that is good because otherwise kids would be Alternate Care, which is much more expensive.
- Adult Alternate Care is down because of the efforts of our Emergency Mental Health (EMH) and Comprehensive Community Support (CCS) programs.
- Ancillary Medical Costs are down due to the accomplishment of saving money on our psychiatric medications.

9. DIVISION UPDATES: FAMILY RESOURCES, BEHAVIORAL HEALTH, ADMINISTRATION, ECONOMIC SUPPORT, AND AGING & DISABILITY RESOURCE CENTER AND AGING

Family Resources:

Ms. Smyth-Magnus reported on the following items:

- New laws have been signed that significantly impact the juvenile statutes which will be implemented soon. The most important law is the Public Reporting Law regarding death & egregious incidents with children.
- They are working on 2010 strategic planning on outcome-based changes as well as staff and family goals.
- The state has imposed the new levels of care for Foster Home licensing so training will begin in January to license our Kinship Care Homes.

Ms. Cauley added that Birth to Three Targeted Case Management has generated over \$25,000 in revenue and would like to credit Diane Bazylewicz, the Birth to Three supervisor and Terri Smyth-Magnus.

Behavioral Health:

Ms. Cauley reported on the following items:

- They applied for two Medicaid infrastructure grants and received one for \$140,000 that is not in the 2010 budget. It will serve transitional aid youth who have disabilities. They anticipate receiving an additional \$20,000 – 40,000 for the second grant.
- Billing for the Comprehensive Community Services program is up \$20,000 more than all of last year.
- Emergency Mental Health crisis intervention calls have increased, however the Medicaid revenue has also increased. Last year we received about \$60,000 and this year we have received \$164,000 just through October.
- Ms. Cauley reported on the Mental Health Substance Abuse Study (executive summary attached), which conducted an in-depth review of Wisconsin's public mental health and substance abuse services system. She attended a summit on Thursday with the state and other counties to discuss this. The study suggested four different models as described below:

A. County-based System: Fund continuation of current single county and optional multi-county systems. The potential pathways for this model are as follows:

- Greater state financial participation

- State elevation of Medicaid
- In the absence of greater state financial participation, changes to funding approach or service delivery expectations would not be implemented.

B. County Collaborative System: Fund consortium of counties for specific services and/or functional areas. The potential pathway for this model are as follows:

- Use intergovernmental agreements to establish scope and parameters of county collaboration.

C. Multi-County System: Fund mandatory multi-county system structure.

The potential pathways for this model are as follows:

- Create multi-county MH/SA systems through Chapter 51 statutory framework.
- Create multi-county MH/SA systems through Family Care statutory framework.
- Integrate MH/SA programs and all remaining county human services functions into broader multi-county human services systems.

D. Public/Private integrated Care System:

The potential pathways for this model are as follows:

- Single or multi-county MH/SA systems work in contractual partnerships with HMOs.
- HMOs contract with single or multi-county MH/SA systems.
- Public or private MH/SA managed care organizations provide MH/SA services and coordinate physical health care with HMOs.
- HMOs provide fully-integrated MH/SA and physical health care services.

Ms. Cauley said that the state is promising to consider the counties' preferences before making a final decision on what will be implemented. Ms. Cauley said that she prefers Model A and it appears that the state may also choose Model A. She added that Jefferson County is in a position to receive more money to pilot the new system because we received recognition in the study for our mental health programs. We do a very efficient job and evidence-based practices to meet the needs of our clients.

She added that she is working with the Substance Abuse Prevention Community Coalition on how to implement best practices in order to prevent substance abuse. One example of this is Watertown's Police Chief Roets is training bartenders on how to identify fake IDs.

Administration:

Ms. Cauley reported on the following items:

- We are almost done implementing the Electronic Daily Activity Logs that will allow us to be much more efficient and timely in our billings.

Economic Support:

Ms. Cauley reported for Ms. Johnson on the following items:

- They have received 114 more households for service and there are now 5,243 households on public assistance.

- Ms. Johnson met with the Child Support Staff regarding the Children First referral process.
- The Community Action Coalition Council received stimulus money, so they spoke with staff about their new homeless prevention programs.
- They are working with MATC in the skill center helping dislocated workers with the short-term training programs.
- Opportunities, Inc is holding a food drive to help stock the food pantry located at WDC.

Aging & ADRC:

Ms. Torum reported on the following items:

- They received office space from the Health Department, so the ADRC is moving things around to make it a more customer friendly environment. The first office in their area will be designated to meet with customers.
- They were able to get a 4-hour per week staff from the Health Department to help in the ADRC call center, which they will pay for. The hope is that the ADRC will generate enough revenue to make it a full-time para-professional position.
- They are very busy on pre-admissions with referrals from nursing homes. They are moving many Medicaid people from the nursing home into the community.
- As of the first of the year, they will have two staff coming back from the Care Wisconsin group to take the Adult Protective Services positions.

10. REVIEW & APPROVE AGENCY POLICIES

A. SELF-REPORTING POLICY

Ms. Cauley reported that this policy (attached) is part of the criminal background check that we currently run on staff. This report requires that staff report immediately to his/her supervisor if they were involved with any of the infractions listed.

After some discussion, it was determined that Phil Ristow, Corp Counsel, should approve it first.

Mr. Jones made a motion to approve the Self-Reporting policy contingent upon approval from Corp Counsel. Mr. Tietz seconded, however requested clarification on the type of discharge from the US Armed Forces.

Motion passed unanimously.

B. EARLY INTERVENTION PROGRAM MISSED VISIT POLICY

Ms. Smyth-Magnus reported that they would like to implement this policy because there are times when staff make a scheduled home visit and find that the family is not home, which becomes very costly. The policy requires notification from the family that if they need to miss a visit, they must notify the office. After three missed visits, that particular therapy would be suspended until they re-evaluate their needs.

Mr. McKenzie made a motion to approve the policy. Mr. Schultz seconded.

Motion passed unanimously.

C. EARLY INTERVENTION TERMINATION OF SERVICES

Ms. Smyth-Magnus reported that after missing the three visits as listed above, services would be terminated.

Mr. McKenzie made a motion to approve the policy. Mr. Jones seconded.

Motion passed unanimously.

11. REVIEW AND APPROVE THE 2010 S85.21 SPECIALIZED TRANSPORTATION GRANT APPLICATION

Ms. Torum highlighted key areas of the grant application (attached) including information on Accessibility, Coordination, Priorities, Projects and Budget. The Application requests \$171,561 in State assistance to provide specialized transportation services for the elderly and disabled.

Mr. Jones made a motion to approve the 2010 S85.21 Specialized Transportation Grant Application as presented. Mr. Powers seconded.

Motion passed unanimously.

12. REVIEW AND APPROVE THE 2010 PROVIDER CONTRACTS & AGREEMENTS

Ms. Cauley presented the Contracts & Agreements (attached) stating that we have a total of 117 contracts & agreements. The highest costs are in the Child Alternate Care areas and those rates are set by the State.

Mr. McKenzie made a motion to approve the 2010 Provider Contracts & Agreements.

Mr. Powers seconded.

Motion passed unanimously.

13. REVIEW AND APPROVE THE 2010 STATE/COUNTY CONTRACTS

Ms. Cauley presented the State/County contracts (attached) and said that all of the information is accurate except for the Department of Corrections which hasn't finished their budget yet.

Mr. Jones made a motion to approve the 2010 State/County contracts and to submit them to the County Board for approval. Mr. Schultz seconded.

Motion passed unanimously.

Mr. Jones reported on the WCHSA conference that he and Mr. McKenzie attended. He said that it gave him a deeper appreciation of the work that Ms. Cauley and her staff have to do not only on a day-to-day basis, but also the rules, regulations & policies that are handed down to them. He also reported to the board that Ms. Cauley is well known and well respected at the State level and we are very lucky to have her. Ms. Cauley thanked Mr. Jones for his comments and that they took the time to attend the conference.

14. REVIEW FIRST 6-MONTHS OF THE 2010 BOARD MEETING SCHEDULE

The schedule is as follows:

1/28, 2/25, 3/25, 4/29, 5/27, June – TBD. After some discussion, the board changed the February meeting to Tuesday, February 23. The meetings after March will be confirmed after the April elections.

15. NEXT BOARD MEETING

The January meeting is scheduled for Thursday, January 28 at 9:30.

16. ADJOURN

Mr. Tietz made a motion to adjourn the meeting. Mr. Powers seconded.
Motion passed unanimously.

Meeting adjourned at 10:45 a.m.

Respectfully submitted by Donna Hollinger

NEXT BOARD MEETING
Monday, January 28, 2010
9:30 a.m.
Workforce Development Center
874 Collins Road, Room 103
Jefferson, WI 53549