

JEFFERSON COUNTY HUMAN SERVICES
Board Minutes
November 9, 2010

Board Members Present: Jim Mode, Pam Rogers, Richard Jones, Augie Tietz, and John McKenzie

Board Members Absent: Marty Powers and Jim Schultz

Others Present: Human Services Director Kathi Cauley; Administrative Services Manager Joan Daniel; Aging & Disability Resource Center Manager Sue Torum; Family Resources Division Manager Terri Smyth-Magnus; Office Manager Donna Hollinger; County Board Chairman John Molinaro; and County Supervisor Jan Roo.

1. CALL TO ORDER

Mr. Mode called the meeting to order at 9:30 a.m.

2. ROLL CALL/ESTABLISHMENT OF QUORUM

Mr. Powers and Mr. Schultz absent/Quorum established

3. CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW

Compliance attained

4. REVIEW OF THE NOVEMBER 9, 2010 AGENDA

No Changes

5. CITIZEN COMMENT

No Comments

6. APPROVAL OF THE OCTOBER 12, 2010 BOARD MINUTES

Ms. Rogers made a motion to approve the October 12, 2010 board minutes.

Mr. McKenzie seconded.

Motion passed unanimously.

7. REVIEW OF SEPTEMBER 30, 2010 FINANCIAL STATEMENT

Ms. Daniel reviewed the September 30, 2010 financial statement. (attached) She said that a column was added to the financial statement called "Year End Projection," which is currently projecting a deficit of \$74,263. Ms. Daniel also reported that there are three major items that may impact the financial statement including Children's Alternate Care, WIMCR (Wisconsin Medicaid Cost Reporting), and Prior Year Revenue, as detailed on the September Projection Summary report (attached). These items are listed below.

A. **Child' Alternate Care:** The report provides the following information for August and September:

- Type of Placement
- Number of Children
- Number of Days
- Cost
- Cost per Day
- Cost per Child

B. **WIMCR:** Ms. Daniel said that although the State rate decreased, we can't calculate the impact until the State processes the information. The report identifies the rate per 15 or 60 minutes of staff who work in the following areas:

- Crisis
- Community Support Program
- Case Management
- Outpatient Mental Health and Substance Abuse Services

C. **Prior Year Revenue:** In 2009, we earned \$199,047 more revenue from state and insurance claims that will be used to offset 2010 expenses.

8. REVIEW AND APPROVE SEPTEMBER FINANCIAL VOUCHERS

Ms. Daniel reviewed the voucher batches (attached) using a summary sheet identifying the categories of each batch with a grand total of \$502,059.52. She discussed all of the expenses including the expenses for Henry Plum, the attorney who is handling our Termination of Parental Rights cases. She said that his fees are generating IV E funds and staff costs are the match to draw down the funds. Mr. Tietz made a motion to approve the vouchers totaling \$502,059.52 as presented.

Mr. Jones seconded.

Motion passed unanimously.

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

Family Resources:

Ms. Ms. Smyth-Magnus reported on the following items:

- Four individuals are coming out of placements, which will total about \$20,000. We are working diligently to move individuals to a less restrictive setting and less costly placement.
- Juvenile intakes are down; however, the re-offenders are increasing. We are trying to come up with more creative responses in order to get the re-offending to stop and to keep them in the community.
- Child abuse cases continue to rise slightly, and the seriousness of the offenses are increasing.
- A Job Club recently started, which is part of the Youth in Supported Employment, so kids can meet weekly to work on homework, resumes and interviewing skills. It is well attended and we are capturing money from our Medicaid Infrastructure Grant to pay for

staff time. We are also hoping that we can use some of this grant money for our Intense Supervision staff since they also help kids find employment.

Behavioral Health:

Ms. Cauley reported on the following items:

- In 2008, we had 995 crisis calls, in 2009, we had 3582 calls and as of November 1st of this year, we are at 4,261 calls. In 2008, we had 114 emergency detentions and this year, although we have over 4 times more the number of calls over 2008, we have only had 83 emergency detentions so far. This means that we are managing cases very well.
- We submitted responses to the State's Request for Information regarding the Mental Health Substance Abuse study. The Watertown area has a need for more behavioral health services. We discussed with Dodge County. If the Request for Information is well received, a Request for Proposals would be sent out. We would like to have an integrated behavioral health site for access to primary healthcare including crisis stabilization services. This would not be considered a clinic, but more of a satellite center. We would partner with other community agencies.

Administration:

Ms. Daniel reported on the following items:

- We are working diligently to catch up so we are prepared for 2011
- We are reconciling the bank statements
- We hired a replacement for the billing clerk so we are busy training in that area.
- We are preparing the CRS program for billing since the state has sent out the rates
- We are preparing the 2011 contracts so they can be mailed once the budget is approved.

Economic Support:

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

- 5511 households are on assistance with many calls asking for emergency assistance.
- They were approved as a site to get an individual at the front desk through the Wisconsin Investment Act, so they are working on getting an individual.
- The National Association of Professional Organizers held a workshop for W-2 and PADA Clients and it was quite successful.

Aging & Disability Resource Center:

Ms. Torum reported on the following items:

- An individual from the ADRC transferred to the Mental Health unit, so we are interviewing for a replacement.
- We are very busy and have a waiting list of 170 people.

10. DISCUSS MEDICAID TRANSPORTATION BROKER

Ms. Torum provided board members with the 2009 Transportation Report. (attached) The report provides detailed demographic information such as who is served, where they go, how much it costs, and how the program is funded. She said that this information is important now more than ever because the state has issued a Request for Proposals (RFP) for a transportation manager. The idea is to have one organization coordinate non-emergency

medical transportation for people on Medicaid when Medicaid is the funding source for the ride. The County will have the option of contracting with the broker to continue to provide rides through the volunteer driver program. This program already provides non-emergency medical transportation to elderly and disabled individuals and many of them are on Medicaid. When the new system is in place, it will not cover our full costs. Torum said that the initiative was developed as a cost-saving measure to the Medicaid program and she could expect the rate to be indexed to the federal rate and no more. The Department not only pays volunteers the federal rate, it also pays per diems, a stipend toward cell phones, meals when trips are out-of-county and perhaps the biggest issue is that the Department pays drivers from home for unloaded miles. It is highly unusual for any transportation provider to be paid for unloaded miles. The award notice is supposed to be released on 11/15. Ongoing reports will be provided to the board as information is known.

11. DISCUSS STATE IV-E LEGAL CONTRACT

Ms. Cauley reported that we received a special State Title IV-E reimbursement for Legal Services contract (attached) that will cover the following issues:

- We can contract with Henry Plum, the attorney who will be handling our legal services for the 15 cases of the Termination of Parental Rights. He has been appointed Special Prosecutor in these cases. This will save about \$320,000 in alternate care costs and more importantly, the children will have permanency.
- Our workers will be considered Paralegals, which will enable us to recoup funds from the state for the work that they need to do to prepare the cases.

12. REVIEW AND APPROVE THE 2011 PROVIDER CONTRACTS & AGREEMENTS

Ms. Daniel presented the board with a 4-page report (attached) itemizing contracts and agreements. She said that there are a few changes: Contract #11-136 should be the Hoffman House at \$3.28 per meal, not Feil's Catering at \$3.50 per meal. There are several other rates that were carried to the 3rd decimal point, and they will be changed to extend only to the 2nd decimal point.

Mr. McKenzie made a motion to approve the 2011 Provider Contracts & Agreements with the adjustments. Ms. Rogers seconded.

Motion passed unanimously.

13. REVIEW AND APPROVE THE STATE/COUNTY CONTRACTS

Ms. Daniel presented the Board with the State/County Contracts (attached).

Ms. Rogers made a motion to approve the State/County Contracts as presented.

Mr. Jones seconded.

Motion passed unanimously.

14. WCHSA Updates

Mr. Mode updated the Board on the following WCHSA topics:

- The WCHSA board will not reorganize or change their bylaws at this time. The Executive Committee is working on setting up a meeting with the Governor-elect.
- WCHSA Fall Conference is December 3.

13. Adjourn

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

Meeting adjourned at 10:45 a.m.

Respectfully submitted by Donna Hollinger

NEXT BOARD MEETING

Tuesday, December 14, 2010

9:30 a.m.

Workforce Development Center - Room 103

874 Collins Road

Jefferson, WI 53549