

# JEFFERSON COUNTY HUMAN SERVICES

## Board Minutes

June 8, 2010

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

**Absent:** Marty Powers

**Others Present:** Kathi Cauley, Joan Daniel, Donna Hollinger, Jill Johnson, Terry Gard, Gary Petre, and Jan Rouu.

**1. CALL TO ORDER**

Mr. Mode called the meeting to order at 3:30 p.m.

**2. ROLL CALL/ESTABLISHMENT OF QUORUM**

Mr. Powers absent/Quorum established

**3. CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW**

Compliance attained

**4. REVIEW OF THE JUNE 8, 2010 AGENDA**

No Changes

**5. CITIZEN COMMENT**

No Comments

**6. APPROVAL OF THE MAY 11, 2010 BOARD MINUTES**

Mr. Mode noted two corrections.

Ms. Rogers made a motion to approve the May 11, 2010 board minutes with corrections.

Mr. Jones seconded.

*Motion passed unanimously.*

**7. REVIEW OF FINANCIAL STATEMENT**

Ms. Daniel reported that the April 30, 2010 statement (attached) has a projected year-end total of \$77,746. She discussed the major areas of interest stating that most areas are under budget except in the Child Alternate Care area, which is \$77,000 over budget and added that there are still more children being placed in alternate care. Contracting with the special prosecutor to do terminations of parental rights as discussed during last month's meeting will help alleviate some of these costs in due time. The statements will be modified further in the future to more accurately show program costs.

**8. DISCUSS AND APPROVE FINANCIAL VOUCHERS**

Ms. Daniel reviewed the voucher batches (attached) using a summary sheet that identified the categories of each batch.

Mr. Jones made a motion to approve the vouchers totaling \$330,208.70 as presented.

Mr. Tietz seconded.

*Motion passed unanimously.*

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

**Family Resources:**

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

- We have the contract for the attorney to do terminations of parental rights on the county board agenda tonight. This will reduce our costs and help the process go faster for the permanency of children.
- One youth is in Corrections.
- Bev Marten, Supervisor of the Delinquency team, is retiring in July and the position will not be filled at this time. Ms. Smyth-Magnus, Division Manager, will do a needs assessment and make changes as needed.

**Behavioral Health:**

Ms. Cauley reported on the following items:

- Fifteen plans have been submitted to the State for the 1915i.
- We are very active participants in the Mental Health Alcohol and Substance Abuse redesign study. The formation of pilots will be voluntary. It will look at how counties can collaborate, such as with crisis stabilization for children.
- The emergency mental health grant recently paid for the Substance Abuse training that was held on May 25. It is also going to pay for another training on June 22.

**Administration:**

Ms. Daniel reported on the following items:

- Auditors are here all week.
- The Wisconsin Medicaid Cost Reporting report is due June 14 that identifies what we billed Medicaid for services, what we actually received in payment, and what the actual cost of providing the services is.
- We asked MIS to help automate some areas, which has made processes much more efficient. MIS has been very helpful.

**Economic Support:**

Ms. Johnson reported on the following items:

- Staff received safety training from the Capitol Police who explained what to be aware of when working with clients and what actions to take in case there are any threats. She said that the staff feels more comfortable with that information.
- Kenny Strege will be handling the Emergency Food and Shelter program, which is money that is divided between 11 organizations. He will handle all of the paperwork and will work with the Federal government. Our department will receive \$4,100 that will be used to stock the food pantry and for emergency rent.
- Mr. Strege is facilitating a RentSmart workshop to teach tenants their responsibilities and how to work with their landlords.
- Ms. Johnson attended a meeting regarding a homeless shelter called "Family Promise" in which area churches offer up to 14 people to stay in their churches at night during the week, which would be chaperoned. The individuals would go to another site during the day. Case managers would offer supportive services to the adults while the children are in school. The goal is to get this up and running by the fall.

- Due to the closing of Countryside, they did a Rapid Response to the staff to explain benefits.
- As of July 1<sup>st</sup>, anyone on the waiting list for the Badger Care Core Plan can apply to be on the Badger Care Core Basic Plan. The monthly premium is \$130 that makes it self-funded, so no State or Federal money will be involved. Currently there are between 30,000 and 40,000 individuals are on the waiting list.
- The National Association of Professional Organizers are volunteering their time on Thursday to give a workshop to individuals on how to organize and budget.
- The number of households on public assistance is 5,419, which has increased by 100 households over the last two months.

**Aging & Disability Resource Center:**

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

- During the first 6 months of operation, the ADRC Call Center received 1,100 calls. Last year the total was 3,600. During the first 6 months of this year, we have received 2,000 calls. We are working with the Health Department to get one of their staff to help. This would not be any county dollars since the ADRC is funded by State and Federal dollars.

**10. DISCUSS LUEDER HAUS**

**a. Quotes for deck**

**b. Quotes for implementing new state requirements**

Ms. Cauley reported that they received new requirements from the State regarding the structure of the Lueder Haus deck that states that “anything with a roof and more than two substantial walls is considered a room”, and that a CBRF cannot have a smoking room. Currently clients are smoking on the west side of the building that does not have large windows, which makes it difficult for staff to observe them.

Mr. Gard, Maintenance Supervisor, said that he received a second bid totaling \$34,161. The first bid was \$9,175. In light of the new requirements, there are several options:

1. Tear the deck off, block the existing doors and use an alternate emergency exit
2. Enclose the deck, add a roof, and make it a non-smoking area
3. Leave the deck on, increase the height and reinforce the railing

After much discussion, the board agreed that Mr. Gard should follow option #3 and get new quotes. Mr. Gard will then attend the County Infrastructure meeting on June 23.

**11. REPORT ON WCHSA CONFERENCE**

Mr. Mode reported that it was an interesting conference and that they discussed collaboration between counties and schools. He also reported that while at the WCHSA executive board meeting, they discussed priorities for the next biennial state budget. There was discussion about losing funding when the stimulus money is gone, which will be about \$200,000 for us. The WCHSA board would like to discuss what the state will let counties stop doing.

**12. DISCUSSION ON SUBSTANCE ABUSE PREVENTION COALITION: TRAINING AND POTENTIAL STEPS**

Ms. Cauley reviewed the training that was held on May 25 and asked everyone to bring their thoughts or ideas on the prevention of substance abuse.

**13. PREPARATION FOR PUBLIC HEARING/REVIEW OF BOARD POLICES**

The board was given guidelines for listening to public requests.

**14. ADJOURN**

Ms. Rogers made a motion to adjourn the meeting.

Mr. Schultz seconded.

*Motion passed unanimously.*

Meeting adjourned at 4:30 p.m.

**RECONVENE TO PUBLIC HEARING  
PUBLIC HEARING – 2011 BUDGET**

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

**Absent:** Marty Powers

**Others Present:** Kathi Cauley, Joan Daniel, Donna Hollinger, Jill Johnson, Gary Petre, Jan Rouu and Amy Rinard.

**1. CALL TO ORDER**

Mr. Mode called the meeting to order at 4:35 p.m.

**2. ROLL CALL/ESTABLISHMENT OF QUORUM**

Mr. Powers absent/Quorum established

**3. CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW**

Compliance attained

**4. PUBLIC TESTIMONY**

**People Against Domestic & Sexual Abuse**

**Amy O'Neil, Director**

**2010 Donation - \$45,000**

**2011 Request - \$45,000**

Ms. O'Neil presented the board with a fact sheet and spoke about the program. (attached)  
They work in collaboration with other service providers and provide training to the medical community, law enforcement. They also speak to kids in schools emphasizing that youth do not have to continue the cycle of abuse.

**Coalition of Wisconsin Aging Groups**

**Fran Crone and Shirley Haglund**

Ms. Cauley will contact them to get their specific needs request.

**5. ADJOURN**

Ms. Rogers made a motion to adjourn the public hearing. Mr. Jones seconded.  
Meeting adjourned at 4:50 p.m.

Respectfully submitted by Donna Hollinger

**NEXT BOARD MEETING**

Tuesday, July 13, 2010 at 9:30 p.m.

Workforce Development Center

874 Collins Road, Room 103

Jefferson, WI 53549