

JEFFERSON COUNTY HUMAN SERVICES
Board Minutes
January 11, 2011

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

Board Members Absent: Marty Powers

Others Present: Human Services Director Kathi Cauley; Aging & Disability Resource Center Manager Sue Torum; Aging & Disability Resource Center Supervisor Sharon Olson, Family Resources Division Manager Terri Smyth-Magnus; Office Manager Donna Hollinger; County Board Chairman John Molinaro; County Administrator Gary Petre, and County Supervisor Carlton Zentner.

1. CALL TO ORDER

Mr. Mode called the meeting to order at 9:30 a.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 JANUARY 11, 2011 AGENDA

Item #10 moved to follow item #7

5. CITIZEN COMMENT

No Comments

6. APPROVAL OF THE DECEMBER 14, 2010 BOARD MINUTES

Ms. Rogers made a motion to approve the December 14, 2010 board minutes.

Mr. Jones seconded.

Motion passed unanimously.

7. REVIEW OF NOVEMBER 30, 2010 FINANCIAL STATEMENT

Ms. Cauley reviewed the November 30, 2010 financial statement. (attached) She said that the year-end projection is a deficit of \$95,215; however, we found a \$130,000 discrepancy with the Wisconsin Medicaid Costing Report (WIMCR), which would increase the bottom line. We are in contact with the State about this issue. Ms. Cauley then talked about significant areas of the statement.

8. REVIEW AND APPROVE 2011 RATES FOR DEPARTMENT PERSONAL CHARGES TO STATE AND FEDERAL PROGRAMS

Ms. Cauley discussed the 2011 Billing/Charge Rates for our Psychiatrist and staff. (attached) She added that our auditors came for a preliminary review and were very complimentary of the changes that have been made.

Ms. Rogers made a motion to approve the 2011 Billing/Charge Rates as presented.

Mr. Tietz seconded.

Motion passed unanimously.

9. REVIEW AND APPROVE NOVEMBER FINANCIAL VOUCHERS

Ms. Cauley reviewed the voucher batches (attached) using a summary sheet identifying the categories of each batch with a total of \$510,640.81.

Mr. Jones made a motion to approve the vouchers totaling \$510,640.81 as presented.

Mr. Schultz seconded.

Motion passed unanimously.

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

Family Resources:

Ms. Smyth-Magnus reported on the following items:

- We will be interviewing this week to replace Laura Wagner who was hired as the new Delinquency/Intake Supervisor.
- The Delinquency Prevention Council is in transition and Ms. Smyth-Magnus will be the interim leader with the help of Kathy Eisenmann, Family Living Agent.
- We are considering expanding the weekly Job Club to kids in the delinquency or intense supervision programs. We may be able to bill for staff who provide intense supervision and hope that it will become a prevention program.
- Staff attended a training on Child and Adolescent Needs which offered guidelines to meet children's needs for placement.
- Four children were returned to their homes from foster or treatment homes. This will be a monthly cost savings of \$18,000 per month.

Behavioral Health:

Ms. Cauley reported on the following items:

- Mendota closed their acute unit, which is where we sent our emergency detentions. We are now using St. Agnes Hospital in Fond du Lac. Since it is a general hospital, they can bill all types of insurance. They are considering setting up video conferencing for us to use for probable cause and dispositional hearings. They have a small unit, so we are looking at other hospitals including St. Elizabeth's in Appleton and All Saints in Racine. We hope to contract with them. We would like video conferencing available in those facilities, too, and may be able to collaborate with other counties to help pay for the cost.
- We had a total of 4,906 crisis calls in 2010.

Administration:

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

- We are interviewing for the file clerk and medical records positions.

Economic Support:

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

- A list of job orders throughout the county are picking up (attached) which will be available to our clients.
- Approximately 5600 households are on public assistance.

Aging & Disability Resource Center:

Ms. Torum introduced Sharon Olson, Supervisor of the Aging and Disability Resource Center.

Ms. Torum reported that the ADRC had a very good year in 2010 with the following highlights:

- The Elderly Benefit Specialist Program is now included in the ADRC contract so reliance on county tax levy has decreased significantly.
- DHS has allowed Jefferson County to carryover \$35,000 into 2011 so the ADRC can recruit an LTE Social Work position to help eliminate the waiting list by 9/1/11.
- The ADRC “draws down” federal dollars for Medicaid related; 2010 was a record year and funds were available to purchase a 2011 Chevy Equinox for ADRC use.
- The ADRC had sufficient funds to purchase new office furniture for five offices.
- The 2010 Satisfaction Survey was completed and Jefferson County did extremely well. The survey rates customer satisfaction in six domains and the ADRC scored above the state average in all of them. We also scored higher in three areas than any of the other ADRC’s that were surveyed. Ms. Torum credited Sharon Olson and her staff for a job that was very well done.
- The Medicaid Transportation Broker System is being delayed until 7/1/11.
- The Senior Dining Program participants have been making very positive comments about the new caterer’s menu.
- The current year program income exceeds current year expenses and we anticipate that the program will have approximately \$10,000 to carryover into 2011.

11. UPDATE ON WCHSA EXECUTIVE BOARD MEETING OF JANUARY 6, 2011

Mr. Mode and Ms. Cauley reported on the following items:

- The WCHSA Executive Board will be meeting with the new Secretaries. WCHSA will be asking them to simplify reporting requirements, especially in the Fiscal, Birth to Three and Elderly areas. WCHSA will also ask them to look into the way Institutions bill and to encourage them to bill the insurance companies before the counties.
- There is no more stimulus money from the State to help support programs.
- The State is reviewing the top five submitted Requests for Information regarding the Mental Health Substance Abuse study. Ms. Cauley said that Jefferson County’s proposed model would 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 and we would collaborate with counties when there is a shared municipality.

12. ADJOURN

Mr. Tietz made a motion to adjourn the meeting. Ms. Rogers seconded.

Motion passed unanimously.

Meeting adjourned at 10:30 a.m.

Respectfully submitted by Donna Hollinger

NEXT BOARD MEETING

Tuesday, February 8, 2011

9:30 a.m.

Workforce Development Center - Room 103

874 Collins Road

Jefferson, WI 53549