

JEFFERSON COUNTY HUMAN SERVICES

Board Minutes

August 9, 2011

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

Board Members Absent: Marty Powers and Jim Schultz

Others Present: Human Services Director Kathi Cauley; Aging & Disability Resource Center Manager Sue Torum; Administrative Services Manager Joan Daniel; Economic Support Manager Jill Johnson; 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 AUGUST 9, 2011 AGENDA

No changes

5. CITIZEN COMMENT

No comments

6. APPROVAL OF THE JULY 12, 2011 BOARD MINUTES

Ms. Rogers made a motion to approve the July 9, 2011 board minutes.

Mr. Tietz seconded.

Motion passed unanimously.

7. REVIEW OF JUNE 30, 2011 FINANCIAL STATEMENT

Ms. Daniel reviewed the financial statement (attached) and reported that we are projecting a year-end surplus of \$299,633. Ms. Daniel also presented the financial statement and summary sheet that details projections for revenue, expenses, tax levy and variance by program within each Division and discussed the areas that are having the most impact on the budget.

8. REVIEW AND APPROVE JULY FINANCIAL VOUCHERS

Ms. Daniel reviewed the summary sheet of vouchers totaling \$499,897.34. (attached)

Mr. Jones made a motion to approve the July vouchers totaling \$499,897.34 as presented.

Ms. Rogers seconded.

Motion passed unanimously.

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

Family Resources:

Ms. Cauley reported on the following items:

- We have new ongoing child welfare and juvenile justice standards coming.
- Birth to Three has a new Medicaid waiver, which means that we will be receiving more federal dollars to serve more children, but it also has required more fiscal reporting and more services.
- Our child welfare access/intake workers have been very busy.

Behavioral Health:

Ms. Cauley reported on the following items:

- In October, we are hosting a Crisis Intervention training on Mental Illness for Law Enforcement, and our crisis grant is paying for it.
- Emergency Mental Health calls, suicide calls and emergency detentions are remaining steady.

Administration:

Ms. Daniel reported on the following items:

- We are working on the 2012 budget
- We are now billing individual clients for their cost share for Birth to Three, Detox, Lueder Haus and Acute Care.
- We are getting prior authorizations for Care Wisconsin clients and can now bill for them.

Economic Support:

Ms. Johnson reported on the following items:

- The June caseload is at 5881, which is a 40 case increase from May.
- We are preparing for Ready Kids for School, which donates school supplies to kids in the county. Distribution will take place on August 20 at the Fair Park.
- We interviewed for two Financial Employment Planner positions and are checking references now.
- Family Promise, a newly formed organization to help the homeless, received a year of free rent for a daycare center and are now looking for a van. The group is doing many fundraisers.

Ageing & Disability Resource Center:

Ms. Torum on the following items:

- Ms. Torum informed the board about the *Supermarket of Public Benefits* which will be held at the ADRC on 8/30/11. Mr. Jones is going to assist the ADRC by providing people with information about the new voter ID requirement. The ADRC Supervisor and Elderly Benefit Specialist have taken the lead in organizing and promoting the event.
- Enrollments into publicly funded long-term care have decreased as expected since the Family Care cap began on 7/1; however, there were 10 attrition openings in July, so people are coming off the waiting list. Since the cap began, residency issues have begun to surface and the ADRC, agency director, and assistant corporation counsel are working with DHS and the Office of Resource Development to get answers. The current situations are very complex.

- The state is receiving many complaints about Logisticare and Ms. Torum reported that in July, the change drastically impacted the CSP program. In just one day, eight consumers either didn't get a ride into the clinic or they arrived late, and waited for hours to get a return ride home. The transportation coordination is also getting complaints from people who previously relied on the county-based transportation program. Ms. Torum contacted Logisticare about becoming an "out-of-network" provider, which would mean that we would accept ride referrals when Logisticare cannot fill them due to not having their provider network fully established. We would only enter into this type of contract on a short-term basis if we were fully reimbursed for our costs associated with providing the service.
- The Senior Dining Program continues to deal with issues related to the menu. Ms. Torum distributed the winter/fall menu so everyone could see the menu selections. She asked the board to refer to this if they get calls from participants because it has been changed in response to participant requests. She also distributed a copy of an email from Amy Ramsey, the state nutritionist who oversees Senior Dining. The email reminds counties that they need to comply with the 2010 Dietary Guidelines, which Hoffman House is already following. This is just another piece of information that members can use when talking to constituents. Ms. Torum thanked everyone for their support and said that she had forwarded these items to county board members as well.

10. REVIEW AND APPROVE 2012 BUDGET

Ms. Cauley presented the board with the 2012 budget (attached) and said that our goal was met, which was a tax levy decrease of 4.81%. She then discussed the significant changes. Ms. Rogers applauded the Department for coming in at a 4.81% decrease.

Ms. Rogers made a motion to approve the 2012 budget as presented. Mr. Jones seconded.
Motion passed unanimously.

11. REVIEW AND APPROVE AGING AND DISABILITY RESOURCE CENTER WAITING LIST POLICY

Ms. Torum distributed draft copies of the revised waiting list policy for publicly funded long-term services for adults. The policy has been updated to reflect the state's guidelines. In particular, she noted that there is a new exception to the first come, first served rule, which is required when counties use the urgent funding set aside in the state budget. The statute requires that people enrolled in this funding must be given funding associated with attrition as soon as someone goes off the program. The language related to serving children has also changed. In the past, children turning 18 who were on the Children's Waiver, had to be enrolled into the adult system of care when they turned 18. They are now able to remain on the Children's Waiver until age 22 provided that the program is meeting their needs.

Ms. Rogers made a motion to approve the Aging and Disability Resource Center Waiting List Policy. Mr. McKenzie seconded.
Motion passed unanimously.

12. UNFUND ONE COMMUNITY OUTREACH WORKER AND CREATE AND FUND ONE ECONOMIC SUPPORT WORKER

Ms. Cauley reported that after discussing the Income Maintenance workload with Ms. Johnson, they both felt that changing this position would better meet our needs.

Ms. Rogers made a motion to approve unfunding one Community Outreach Worker, and creating and funding one Economic Support Worker position, and to forward it to the county board for consideration. Mr. Tietz seconded.

Motion passed unanimously.

13. UPDATE ON INCOME MAINTENANCE CONSORTIUM FORMATION

Ms. Cauley reported that she and Ms. Johnson have attended several meetings about the formation of the consortiums, and are considering a consortium with six other counties including; Crawford, Grant, Green, Iowa, LaFayette and Rock. Ms. Cauley was hopeful that all of these counties have the same dedication. She presented a report summarizing caseload, employee totals and caseloads, and funding (attached). She and Ms. Johnson will be visiting Rock County tomorrow to look at their Call Change Center. We need to have our plan to the Dept of Health Services by October 1 for approval and then it will go into effect by January 1, 2012. Currently a model agreement is being drafted.

Ms. Johnson added that the state run Enrollment Support Center won't be processing cases anymore, and 463 will be coming back to Jefferson County in October.

14. UPDATE FROM WISCONSIN COUNTY HUMAN SERVICES ASSOCIATION

Mr. Mode reported that they discussed the Income Maintenance Consortiums.

15. SET NEXT MEETING DATE AND POTENTIAL AGENDA ITEMS

The next meeting will be on Tuesday, September 13.

Ms. Cauley reported that the fall Wisconsin County Human Services Association conference will be on December 2 in Wisconsin Rapids.

16. ADJOURN

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

Motion passed unanimously.

Meeting adjourned at 11:00 a.m.

Respectfully submitted by Donna Hollinger

NEXT BOARD MEETING
Tuesday, September 13, 2011 at 9:30 a.m.
Workforce Development Center
874 Collins Road, Room 103
Jefferson, WI 53549