

JEFFERSON COUNTY HUMAN SERVICES
Board Minutes
September 13, 2011

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

Board Members Absent: Marty Powers

Others Present: Human Services Director Kathi Cauley; Administrative Services Manager Joan Daniel; Economic Support Manager Jill Johnson; Office Manager Donna Hollinger; County Administrator Gary Petre, County Board Chairman John Molinaro; County Supervisor Carlton Zentner; 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 absent/Quorum established

3. CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW

Compliance attained

4. REVIEW OF THE SEPTEMBER 13, 2011 AGENDA

No changes

5. CITIZEN COMMENT

Mr. Petre stated that the appointments for Ms. Rogers and Mr. Tietz expire in November; however, both agreed to serve another three-year term. He will submit their names for reappointment at the October county board meeting. Additionally, he received a call from Mr. Powers stating that he needs to resign. Ms. Cauley will find a consumer to serve on the board.

6. APPROVAL OF THE AUGUST 9, 2011 BOARD MINUTES

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

Mr. Jones seconded.

Motion passed unanimously.

7. REVIEW OF JULY 31, 2011 FINANCIAL STATEMENT

Ms. Daniel reviewed the financial statement (attached) and reported that we are projecting a year-end surplus of \$353,000. Ms. Daniel also presented the financial statement and summary sheet (attached) 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 AUGUST FINANCIAL VOUCHERS

Ms. Daniel reviewed the summary sheet of vouchers totaling \$512,014.35 (attached)

Mr. Tietz made a motion to approve the August vouchers totaling \$512,014.35 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:

- The Family Development Worker position is vacant and we would like to eliminate it and fund an ongoing Chips positions due to the increase of cases. The position would cost more, however it would save money in the Child Alternate Care area. Mr. Petre said that we will need to request that our budget be amended for this change.
- The 2012 budget includes funding a Family Resources Division Manager position. If we filled it by October 1, 2011, it would cost \$21,000.
- We are seeing an increase in child abuse and neglect calls.

Behavioral Health:

Ms. Cauley reported on the following items:

- We are projecting to have 5,100 Emergency Mental Health calls which will be about the same as last year.
- Emergency Detentions are also about the same as last year.
- We have had over 200 suicide calls already this year, as compared to 184 calls last year.

Administration:

Ms. Daniel reported on the following items:

- The Wisconsin Department of Children & Families published an "Allowable Cost Manual" stating what profit percentage a contractor can keep. We would like to include this same language in our 2012 provider contracts and she asked the board what percentage we should allow them to keep. There was much discussion regarding this topic and the board asked that more information be presented next month.
- We have a process to bill Care Wisconsin for transportation now and it is working well.
- We have worked with Administration on the budget, made some revisions and it is now complete.

Economic Support:

Ms. Johnson reported on the following items:

- We had 5879 households on assistance in July, which is down 2 households from June. \$824,724 in food stamp benefits were issued.
- We had 750 children receive school supplies for Ready Kids for School. We also have a few supplies left, which will be taken to the schools. We received \$7,000 from Valero.
- Several fundraisers are scheduled for Family Promise including "Box City" on October 7, and an auction at the Fair Park on October 29.

- We hired a Financial Employment Planner and have two Economic Support positions still vacant. We are interviewing the end of the week.
- We will need to look at changing some staff duties to help accommodate the Call Center of the Income Maintenance Consortium.

Aging & Disability Resource Center:

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

- The Nutrition Site Manager from Waterloo came to Jefferson, so we are exploring the idea of having Waterloo contract with a site manager, just as Johnson Creek does now.
- The State is looking at Aging & Disability Resource Centers in other counties, which is good news for consumers.

10. UPDATE ON TRANSPORTATION

Ms. Cauley reported for Ms. Torum that we had many complaints about Logisticare, which is the state contracted Transportation Company, but they brought in more vehicles and it is working much better now. She then discussed the ride statistics of the Volunteer Driver and Van Driver Programs. (attached)

11. REVIEW AND APPROVE CONTRACT TO JOIN INCOME MAINTENANCE ADMINISTRATION CONSORTIUM

Ms. Cauley presented a draft resolution to proceed with a contract to form and join Income Maintenance Administration Consortium. (attached) The Consortium will include Grant, Rock, Crawford, Lafayette, Green, and Iowa Counties. We are required to have a Call Center, and since Rock County already has a successful one, we will be partnering with them. Ms. Johnson added that all calls will go to an #800 and each county will have staff manning the calls in the order that they come in. Our staff will need to learn about the resources available in other counties. Our in-house staff will continue to handle on-going cases and process applications. We will have to inform consumers of the Center, which will be effective January 1, but they can still contact our workers.

Ms. Cauley said that we need to send in a County Board Resolution to contract with the other counties to define responsibilities (attached). Jefferson County will take the lead in assuming the duty of Fraud and Fair Hearings.

Mr. McKenzie made a motion to send the authorization to proceed with the contract to form and join Income Maintenance Administration Consortium. Mr. Jones seconded.

Motion passed unanimously.

12. UPDATE ON MARSH COUNTRY ALLIANCE

Mr. Mode reported that we are in the Marsh Country Alliance with 11 other counties and in August he was at the annual meeting. We own part of the Clearview Nursing Home in Dodge County, which allows us to admit patients in to their specialty units for individuals who are brain injured or who have severe medical needs. Jefferson County's 2012 ownership contribution to the Alliance is \$59,500, which is down \$3,000. Currently we have six individuals there.

13. UPDATE FROM WISCONSIN COUNTY HUMAN SERVICES ASSOCIATION

Mr. Mode reported that they discussed the Income Maintenance Consortiums. Sarah Diedrick-Kasdorf, Legislative Staff for Wisconsin Counties Association, talked to the members about information in the Human Services sector. Ms. Cauley said that there is a Wisconsin County Human Service Association meeting in Stevens Point on the 1st Thursday of every month, and all board members are welcome to attend.

14. SET NEXT MEETING DATE AND POTENTIAL AGENDA ITEMS

The next meeting will be on Tuesday, October 11, 2011.

Agenda items will include:

- Kathy Eisenmann sharing the results of the Behavioral Health Study
- Update on Allowable Profit Margin for Children Contracted Services
- A resolution to make some position changes

15. ADJOURN

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

Motion passed unanimously.

Meeting adjourned at 10:35 a.m.

Respectfully submitted by Donna Hollinger

NEXT BOARD MEETING

Tuesday, October 11, 2011 at 9:30 a.m.

Workforce Development Center

874 Collins Road, Room 103

Jefferson, WI 53549