

JEFFERSON COUNTY HUMAN SERVICES

Board Minutes

January 8, 2013

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

Others Present: Human Services Director Kathi Cauley; Aging & Disability Resource Center Manager Sue Torum; Child & Family Division Manager Brent Ruehlow; Administrative Services Manager Joan Daniel; Economic Support Manager Jill Johnson; Office Manager; Donna Hollinger, and County Board Chairman John Molinaro.

1. CALL TO ORDER

Mr. Mode called the meeting to order at 8:30 a.m.

2. ROLL CALL/ESTABLISHMENT OF QUORUM

All Present/Quorum established

3. CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW

Compliance attained

4. REVIEW OF THE JANUARY 8, 2013 AGENDA

No Changes

5. CITIZEN COMMENT

No Comments

6. APPROVAL OF THE DECEMBER 11, 2012 BOARD MINUTES

Ms. Rogers made a motion to approve the December 11, 2012 board minutes.

Mr. Schultz seconded.

Motion passed unanimously.

7. COMMUNICATIONS

No Communications

8. REVIEW OF NOVEMBER, 2012 FINANCIAL STATEMENT

Ms. Daniel reviewed the November 2012 financial statement (attached) and reported that we are projecting a positive fund balance of \$13,348, which includes the 2011 carryover request. (attached) 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. Also included are reports showing Alternate Care and Commitment costs. (attached)

9. REVIEW AND APPROVE DECEMBER, 20 12 FINANCIAL VOUCHERS

Ms. Daniel reviewed the summary sheet of vouchers totaling \$503,451.76 (attached).

Mr. Tietz made a motion to approve the December 2012 vouchers totaling \$503,451.76 as presented.

Mr. Jones seconded.

Motion passed unanimously.

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

Child & Family Resources:

Mr. Ruehlow reported on the following items:

- On February 1, "Ongoing Standards" goes into effect, so staff need to go to training so we are in compliance.
- "Confirming Safe Environments" is another training that staff must attend. This helps us assess that children who are placed out of home are not only safe, but that it is a good fit for both the child and family.
- One individual who was in a high cost environment moved into an eligible foster home setting to allow us to offset costs via waiver.
- Eleven children found permanency.
- The number of referrals remain the same in both the Child Protective Services area and Delinquency.
- Our rehabilitation services provider for the Birth to Three Program approached us and said that they are losing money. We checked with other counties and found out that our prices are lower than most counties. We are discussing ways to increase their revenue, and exploring how we can offset this increase to the county. We will put out an RFP in 2014.
- The 2013 budget allowed us to add a staff in our Intake unit, which was filled internally. After a first round of interviews, we will re-post to fill the internal position.

Behavioral Health:

Ms. Cauley reported on the following items:

- Enclosed is an article from Mental Health America asking to "Support Access to Mental Health Services in the Biennial Budget," which encourages citizens to sign the form and return to Governor Walker. There are 3 points outlining the support for increased access and one is funding for Comprehensive Community Services programs. Since we already have this program, it would allow us to expand it. This item will be put on the February agenda for further discussion.
- A report called "Reducing Wisconsin's Prescription Drug Abuse: A Call to Action" was presented at the Substance Abuse Coalition meeting. The goal is to build a healthier Wisconsin. This will be put on the February agenda for further discussion.
- We had 5551 crisis calls in 2011 and 5509 in 2012.
- We had 124 emergency detentions in 2011 and 125 in 2012.
- We did 302 crisis plans for the year, which helps individuals manage their lives better.
- We had 198 suicide calls.

Administration:

Ms. Daniel reported on the following items:

- We are working on year-end closing.
- We are billing for November services
- We have been working with Care Wisconsin to pay for protective payee and client medical services.

Economic Support:

Ms. Johnson reported on the following items:

- As of January 1, Forward Services took over Emergency Assistance, W-2 Programs, and the Job Access Loans. They will be located one day per week at 222 Wisconsin Drive in Jefferson, so communication between them and clients may be an issue. There will be a lot to coordinate.
- We hired a new employee who started January 2, but another one is leaving to go work for the state. We will post for that position.
- There are about 7,100 households on assistance.
- The Call Center is one year old now and everyone seems to be used to it now. We took 6600 calls in December. 2013 begins performance goals with more details on how fast a call is answered, etc.
- The state is changing the regional meetings to statewide meetings and will be holding them in four locations. The first one is being held in Madison, which will include some training.

ADRC:

Ms. Torum reported on the following items:

- The agency is beginning to have joint discussions with Care WI about issues involving shared mental health consumers. The meetings will focus on education and resolving issues.
- The Dementia Care Specialist has been hired and started on 1/2/13. The grant ends in October 2013 so the focus of the work plan is on "sustained independence," meaning that the objectives will not all resolve around one individual. The Department of Health Services was asked to include a funding request for Dementia Care Services in the 2013 – 2015 State Budget, and if passed, we would ask the HR committee to approve the position. There are a variety of evidenced based practice activities that will be offered through this project. Kathi Cauley had suggested that we host a Dementia Summit and this will be arranged sometime this summer.
- The Transportation Software has been purchased and Ms. Torum thanked the board for their support of this purchase.
- On Thursday, 1/10/13, the State Office of Resource Development is bringing Mississippi state staff to our ADRC to discuss start up issues. Mississippi does not have ADRC's and wanted to see the WI model, which has received federal excellence awards.
- The county has revamped the way in which it contracts for guardianship fees. The changes will create efficiencies, most particularly in the fiscal unit. From a business standpoint, the changes make sense. Ms. Torum also informed the board that a contract

for these services with LSS will not be issued in 2013 due to performance issues. Approximately eight wards will be transferred to Opportunities, Inc.

11. DISCUSS CRISIS INTERVENTION TECHNIQUES AWARD FOR A LAW ENFORCEMENT OFFICER

Ms. Cauley presented the board with nominations from an individual from the City of Lake Mills Police Dept and one from the Jefferson County Sheriff's Crisis Negotiations team.

Ms. Merritt made a motion to give the CIT award to the Jefferson County Sheriff's Crisis Negotiations team.

Mr. Mode seconded.

Motion passed unanimously.

12. REVIEW AND APPROVE 2013 BILLING RATE

Ms. Daniel discussed the details of the 2013 Billing/Charge Rates.

Ms. Rogers made a motion to approve the rates and recommend approval at the county board.

Mr. Jones seconded.

Motion passed unanimously.

13. UPDATE ON WISCONSIN COUNTY HUMAN SERVICES ASSOCIATION

Ms. Cauley reported on the following items:

- Mr. Mode is very involved with the Redesign Committee, and last Thursday he presented the work of the Redesign and the Statutory Committees to the Executive Board.
 - In February, WCHSA members will vote on the draft changes from the Redesign Committee, which states that counties will be able to collaborate with each other to deliver services, and would involve Statute changes.
 - The Statutory Committee is considering changes regarding crisis costs and family care that is described in HS 46.
- WCHSA lobby days is scheduled for April 10 in Madison.

14. SET NEXT MEETING DATE AND POTENTIAL AGENDA ITEMS

The next meeting will be on Tuesday, February 12. The following will be on the agenda:

- Mental Health Task Force Action Alert
- Substance Abuse Coalition

15. ADJOURN

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

Mr. Jones seconded.

Motion passed unanimously.

Meeting adjourned at 10:00 a.m.

Respectfully submitted by Donna Hollinger

NEXT BOARD MEETING

Tuesday, February 12, 2013 at 8:30 a.m.

Workforce Development Center,

874 Collins Road, Room 103, Jefferson, WI 53549