

JEFFERSON COUNTY HUMAN SERVICES
Board Minutes
November 12, 2013

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

Absent: Julie Merritt

Others Present: Human Services Director Kathi Cauley; Administrative Services Manager Joan Daniel; Support Manager Jill Johnson; Office Manager Donna Hollinger; County Administrator Ben Wehmeier, 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

Merritt absent/Quorum established

3. CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW

Ms. Cauley certified that we are in compliance.

4. REVIEW OF THE NOVEMBER 12, 2013 AGENDA

No Changes

5. CITIZEN COMMENT

No Comments

6. APPROVAL OF THE OCTOBER 8, 2013 BOARD MINUTES

Ms. Rogers made a motion to approve the October 8, 2013 board minutes.

Mr. Jones seconded.

Motion passed unanimously.

7. COMMUNICATIONS

Ms. Cauley reported on the following items:

a) Community Recovery Services

We received a very nice email from the reviewers of our CRS program (attached)

b) Southern Consortia Performance Snapshot (attached)

c) Door County Legislative Committee letter

The letter addresses their concerns regarding enhanced Medicaid funding in order to raise the BadgerCare income limit. (attached)

d) Dementia Care Summit

We received a thank you letter from Secretary Rhoades for participating in the Dementia Care Stakeholder Summit.

8. REVIEW OF SEPTEMBER, 2013 FINANCIAL STATEMENT

Ms. Daniel reviewed the September 2013 financial statements (attached) and said that there is a projected positive year-end fund balance of \$80,379. If we have a balance unclaimed from the IM Accountable Care Act funds, we can carry it over to 2014. We are projecting to carry over \$50,000. She also discussed the capital projects that have been completed and what is left to do this year. Ms. Daniel also presented the summary sheet and financial statements (attached) that detail revenue, expenses, tax levy and variance by program within each Division and discussed the areas that are having the most impact on the budget. She also presented reports showing Alternate Care and Commitment costs (attached).

9. REVIEW AND APPROVE OCTOBER, 2013 FINANCIAL VOUCHERS

Ms. Daniel reviewed the summary sheet of vouchers totaling \$501,653.50 (attached). Mr. Jones made a motion to approve the October, 2013 vouchers totaling \$501,653.50. Ms. Rogers seconded.
Motion passed unanimously.

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

Child & Family Resources:

Ms. Cauley reported for Mr. Ruehlow on the following items:

- The Daily Union had an article regarding how child maltreatment alters the brain circuitry of children who have experienced trauma. This ties into an initiative for next year because we have partnered with Walworth and Rock Counties to have a Trauma Informed Care System. We will work with schools to understand how maltreatment impacts children.
- Delinquency referrals have increased after a 5-year decrease. It appears to be a statewide trend.
- We sent out an RFP for the Birth to Three program and received two responses. This will be put on the December agenda.
- Special prosecutor, Henry Plum, completed five more Termination of Parental Rights and hopes to complete two more this year.
- We met with Judge Wambach during a juvenile roundtable meeting and it went well.

Behavioral Health:

Ms. Cauley reported on the following items:

- Deputy Bill Dandoy gave an excellent active shooter training to everyone at Human Services
- Emergency Detentions are up. We are projecting 153 for the year compared to 123 from last year. We have been seeing serious suicide attempts.
- We continue to meet with Rock and Walworth Counties to discuss regionalizing the CCS program. By the end of the year, counties must submit an "Intent to Provide" form to explain who we will be regionalizing with, what shared services we will have, and how many people we expect to serve. We will be partnering with Walworth & Rock Counties, to share providers, training of providers and staff, employment services, compliance and quality assurance.

Administration:

Ms. Daniel reported on the following items:

- We will be receiving \$82,156 additional revenue for the Early Intervention Program.
- We are preparing for year-end and the auditors will be here the end of December.
- We are working on the 2014 rate settings as well as contracts.

Economic Support:

Ms. Johnson reported on the following items:

- Discussed the Southern Consortia Performance Snapshot (see 7b) compared to the statewide consortiums. We also have a consortium trainer that will be in Jefferson about one day a week.
- A new state letter will be mailed to Badger Care recipients.
- A new employee will begin Monday as a certified application counselor.
- All four new IM workers are trained.

11. REVIEW AND APPROVE STATE/COUNTY CONTRACTS FOR 2014

Ms. Daniel disbursed a resolution authorizing execution of state human services contracts and consortium authorizing the Director or Administrative Services Division Manager to execute contracts as listed.

Mr. Mode made a motion to approve the resolution and to send it to the county board.

Mr. McKenzie seconded.

Motion passed unanimously.

12. REVIEW AND APPROVE UPDATED 2013 CONTRACTS

Ms. Daniel disbursed a 2014 Provider Contract and talked about the new contracts. (attached) The contract with Rehab Resources, Inc should be excluded and will be included on the December agenda.

Ms. Rogers made a motion to approve the updated 2013 contracts excluding Rehab Resources.

Mr. Tietz seconded.

Motion passed unanimously.

13. REVIEW AND APPROVE ADRC COMMITTEE APPOINTMENT FOR ELLEN HAINES

Ms. Rogers made a motion to approve the appointment of Ellen Haines to the ADRC Committee.

Mr. Jones seconded.

Motion passed unanimously.

14. REVIEW TRANSPORTATION PLAN

Ms. Cauley reported that the public hearing regarding the transportation plan is scheduled for December 2. Our full time van driver is retiring. Ms. Torum has been considering other options. We met with cab companies to problem solve. Pending the public hearing, the plan is to have two part time van drivers and to purchase two new vehicles using state funds. We would also contract with Brown Cab to provide taxi rides to people living between Jefferson and Fort Atkinson for medical services. The contract would be \$9,000. Individuals would still

call Human Services to schedule a ride, and there would be \$1 copay to the rider. This does not impact our budget.

15. REVIEW AND APPROVE LEASES AT WDC

Ms. Cauley discussed the Rental-Lease Agreements, (attached) which was discussed at the infrastructure meeting.

Ms. Rogers made a motion to approve the lease agreements as presented.

Mr. Jones seconded.

Motion passed unanimously.

16. REVIEW AND APPROVE CREATING PART TIME GROUP HOME POOL WORKERS

Ms. Cauley reported that currently we have two part time workers who work 19 hours per week at the Lueder Haus group home. They also fill in for others who are sick or on vacation, and thus risk going over the allotted 19 hours. We would like to create pool positions which wouldn't increase the budget and may even save money due to no more overtime. This would then need to go to the Human Resources for final approval.

Mr. McKenzie made a motion to approve creating a pool of part time group home workers.

Ms. Rogers seconded.

Motion passed unanimously.

17. REVIEW AND APPROVE STATE USE RFP

Ms. Cauley reported that Opportunities is applying for a grant (attached) and is asking us to be the fiscal agent. Opp. Inc would provide employment services to children and youth aging out of foster care. They are also approaching Waukesha and Dane counties. Our own youth would be using these services.

Mr. Jones made a motion to approve the State Use RFP with Opportunities Inc.

Mr. Schultz seconded.

Motion passed unanimously.

18. UPDATE ON PATIENT PROTECTION AND AFFORDABLE CARE ACT

Ms. Johnson updated the board on the many changes regarding the Patient Protection and Affordable Care Act.

19. UPDATE ON POST RE-UNIFICATION FUNDING

Ms. Cauley reported that this is a performance contract with the Department of Children & Family. The goal is to reduce re-entry into out of home placements by enhancing post re-unification support services for children and their families after a child returns from an out-of-home care placement to his/her family. The child welfare agency will support children and their families during the initial 12 months after reunification through services and supports that are tailored to meet the child's and the family's unique needs. The Post-Reunification Support Program is intended to help the family remain stable, promote positive outcomes for the child and family, and prevent the recurrence of abuse or neglect. The post-reunification support period is to connect the family to community and natural supports, to the extent possible and appropriate, so that the family can continue to have support and be successful after the 12-month post- reunification period ends. We applied and received the funding, and

will find out today if it is for the 10 children per month that we asked for. We will track the success of these children. The grant funds three children to our funding one.

20. UPDATES FROM WISCONSIN COUNTY HUMAN SERVICES ASSOCIATION; FALL CONFERENCE IS 12/6 AND WE HAVE 4 FREE REGISTRATIONS

- The fall conference is December 6, and we have four free registrations.
- Ms. Cauley discussed the response that WCHSA and WCA wrote to the Mental Health task force.
- The statutes regarding the Redesign is on hold as Kitty Rhoades from the Dept of Health Services is concerned that this isn't necessary. The Redesign Committee will be meeting again on Nov 20 to discuss what steps they will take next.

21. REVIEW AND APPROVE RATES FOR 2014

Ms. Daniel discussed the 2014 Billing/Charges Rates, citing concerns regarding the Protective Payee rates. After much discussion, Ms. Cauley suggested that we could approve the rates, but also send a letter to the CMO that payees would not do Medicaid applications.

Ms. Rogers made a motion to approve the rates for 2014 as presented.

Mr. Tietz seconded.

Motion passed unanimously.

22. SET NEXT MEETING DATE AND POTENTIAL AGENDA ITEMS

The next meeting will be on Tuesday, December 10 at 8:30 a.m.

Discuss the RFP for the Birth to Three Program

23. ADJOURN

Mr. Tietz made a motion to adjourn the meeting.

Ms. Rogers seconded.

Motion passed unanimously.

Meeting adjourned at 10:05 a.m.

Respectfully submitted by Donna Hollinger

NEXT BOARD MEETING

Tuesday, December 10, 2013 at 8:30 a.m.
Workforce Development Center, Room 103
874 Collins Road, Jefferson, WI 53549