

JEFFERSON COUNTY HUMAN SERVICES
Board Minutes
July 8, 2014

Board Members Present: Jim Mode, Richard Jones, Augie Tietz, John McKenzie, Jim Schultz and Russell Kutz

Absent: Julie Merritt

Others Present: Human Services Director Kathi Cauley; Administrative Services Manager Joan Daniel; Child & Family Manager Brent Ruehlow; Aging & Disability Resource Center Manager Sue Torum; Economic Support Manager Jill Johnson; Office Manager Donna Hollinger; County Administrator Ben Wehmeier, Corporation Counsel J. Blair Ward; and County Board Supervisor Mike Wineke.

1. CALL TO ORDER

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

2. ROLL CALL/ESTABLISHMENT OF QUORUM

Quorum established

3. CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW

Ms. Cauley certified that we are in compliance.

4. REVIEW OF THE JULY 8, 2014 AGENDA

No Changes

5. CITIZEN COMMENT

No Comments

6. APPROVAL OF THE JUNE 10, 2014 BOARD MINUTES

Mr. Tietz made a motion to approve the June 10, 2014 board minutes.

Mr. Schultz seconded.

Motion passed unanimously.

7. COMMUNICATIONS

No communications

8. REVIEW OF MAY, 2014 FINANCIAL STATEMENT

Ms. Daniel reviewed the May 2014 financial statements (attached) and said that there is a projected positive year-end fund balance of \$511,296. She 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 Commitment/Inpatient costs, Alternate Care Costs and Detox Costs (attached).

9. REVIEW AND APPROVE JUNE, 2014 FINANCIAL VOUCHERS

Ms. Daniel reviewed the summary sheet of vouchers totaling \$482,774.61 (attached).
Mr. Kutz made a motion to approve the June 2014 vouchers totaling \$482,774.61.
Mr. Schultz 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:
- We received an allocation for children in long-term support. Last month we began assessing 16 people on the waiting list and 14 have already come off.
- Some statistics for this year to date compared to last year are as follows:

	<u>2014</u>	<u>2013</u>
• Abuse & Neglect Referrals	110	118
• Juvenile referrals	114	162
• Out of home placements	100	108
- We were able to send nine children home this month.
- Eloise Anderson, Secretary of the Department of Children & Families, selected Jefferson County for an initiative called Family Find. This initiative recognizes that children can be “connected to” individuals who they have had an ongoing relationship with, such as a neighbor, family and friends. We recently had a Family Find kick-off meeting presented by the Seneca Agency, a national organization from California, which included staff, judges, our Corp Counsel, and other stakeholders. We will be meeting with some children to do “connectedness mapping” to find out who the children have a good relationship with. We will also have several more trainings about this over the next seven months. We hope that via Family Find we will connect more youth with family in new and exciting ways.
- We filled the Intensive Supervision position with an experienced individual who will be starting on July 28.

Behavioral Health:

Ms. Cauley reported on the following items:

- Our CCS regionalization application was approved on July 2 and we now need to wait for approval from the Department of Quality Assurance.
- Our emergency mental health calls are up compared to last year. Suicide calls are about the same.
- We met with the State Department of Human Services who has formed a sub-committee about heroin and issued a report with recommendations. (attached)
- We have a meeting scheduled in two weeks with Chief Roets from Watertown to discuss some of the ideas that Sheboygan County Substance Abuse Coalition presented at the WCHSA conference. We will also be talking to the property manager on Boughton Street in hopes to deliver services such as The Incredible Years and other treatment programs to the residents on site.

- One key outcome indicator for our outpatient clinic is an assessment for depression. Our goal was that client depression would improve by 5% after three months. After the first six months, a random sampling showed a 54% improvement.

Administration:

Ms. Daniel reported on the following items:

- We are implementing electronic initial crisis assessments, which will eliminate duplicate entry into other programs.
- We are working on the 2015 budget.
- We are re-assigning some fiscal duties among staff and have done some cross training.

Economic Support:

Ms. Johnson reported on the following items:

- Anyone who was receiving food share benefits could voluntarily be in the FSET (FoodShare Employment and Training) Program, which helps individuals find employment. As of January 1, this will become mandatory for all able-bodied adults without dependents. We will continue to determine eligibility, but a private entity will be doing the case management, which is similar to the W-2 process.
- We are preparing for the fall enrollment of the Affordable Care Act for those who have to renew their policies.
- Individuals are now able to call the Call Center to apply for Child Care.
- Last August we hired four new staff based on the Affordable Care Act funds and were hired as Economic Support Staff I. At their one-year anniversary, we will do a review with each person to determine if they have met the competencies to move them to the ESS II level.
- We have about 7750 households on assistance, and in June, we received 10,950 calls at the Call Center.

ADRC:

Ms. Torum reported on the following items:

- The ADRC took over the Senior Farmer's Market Voucher Program from the Community Action Coalition this year. 206 vouchers were available on June 1 and all but 16 have been distributed already.
- We have entered into a contract with a health educator to develop a volunteer base to provide Evidenced Based Prevention Programs including Stepping On (Falls Prevention); Powerful Tools for Caregivers; Living Well with Chronic Conditions; Language Enriched Exercise and Socialization Program (LEEPS) and Healthy Eating for Living Well. The county receives approximately \$5,000 under Title III D of the Older American's Act (OAA) and these funds may only be used on high level evidenced based prevention programs.
- Another requirement for OAA funding has to do with caregiver support and services. Some funding must be used for public education and a contract with a free-lance writer is in the works. She is talking with the Jefferson County Daily Union to see if they will commit to publishing her articles on a monthly basis.
- The ADRC asked for some carryover funds and all of the remaining 2013 allocation was awarded. Some funds will be used for marketing, including a billboard.

- The Greater Wisconsin Agency on Aging Resources (GWAAR) was recently soliciting grant applications to modernize the elderly nutrition program. Jefferson County did not apply, but a new opportunity has presented itself and Ms. Torum will inquire to see if any funds remain to help modernize the program at the Fort Atkinson Senior Center.
- One of the Dementia Task Groups was on Person Centered Care and they did some great things. As a result the group leader wrote for an Extendicare Grant and received \$5,000 to continue the work that is being done. The task group leader is now our Dementia Care Specialist and her predecessor will take charge of the grant under separate contract.
- Judge Wambach convenes a guardianship roundtable and at the last meeting attendees discussed the different types of guardianship arrangements available in Jefferson County. The Adult Protective Services Team and Supervisor will work on developing some guidelines to be shared by all.

11. UPDATE ON NEW PROFESSIONAL CONTRACTS

Ms. Cauley reported that we have four new contracts listed on the 2014 Provider Contracts sheet. (attached)

Mr. McKenzie made a motion to approve the new professional contracts.

Mr. Jones seconded.

Motion passed unanimously.

12. RESOLUTION 2014 – 21 PLACE HEALTH CARE ADVISORY REFERENDUM ON THE NOVEMBER 4, 2014 JEFFERSON COUNTY BALLOT

Supervisor Wineke spoke to the board about the benefits of this resolution and asked that they approve it and put it on the November 4 ballot.

Mr. McKenzie made a motion to approve the resolution and to forward it to the county board.

Mr. Jones seconded.

Motion passed unanimously.

13. DISCUSS AND APPROVE ADRC NEW PART TIME POSITIONS

Ms. Cauley reported that we are asking for two new part time positions for the ADRC; one is an Aging and Disability Resource Specialist and the other is a Disability Benefit Specialist. (attached) The current caseloads for these positions are high and the new positions would help alleviate the workload. Both positions are fully funded via the ADRC state contract and Federal MA dollars under the 100% time reporting mechanism.

Mr. Jones made a motion to approve both positions.

Mr. Tietz seconded.

Motion passed unanimously.

14. DIRECTOR'S REPORT:

a) Review of Ch 51 Mandates

Ms. Cauley presented the board with a PowerPoint on the County responsibilities under Chapter 51 Wisconsin Mental Health Act which states: "The County Board of Supervisors has the primary responsibility for the well-being, treatment and care of the mentally ill, developmentally disabled, alcoholic and other drug dependent citizens residing within its county and for ensuring that those individuals in need of such emergency services found within its county receive immediate emergency services. This primary responsibility is limited

to the programs, services and resources that the county board of supervisors is reasonably able to provide within the limits of available state and federal funds and of county funds required to be appropriated to match state funds.” (attached) She reviewed the details and changes, and emphasized that under this Chapter, we are required to provide care and treatment to citizens of Jefferson County, pass the budget by December 31, and approve state contracts by January 1.

b) Listening Session

We recently had a listening session and staff came with such ideas as having more developed electronic records, simplifying paperwork, holding security drills, and updating the vehicles. We will be considering all of the suggestions.

c) Monthly Summary

The Medicaid Recovery Audit Contractors are in Wisconsin now. We have been very diligent by implementing a compliance program and assigning a compliance officer; however, auditors will be paid by what errors they find and can recoup.

15. APPOINT MEMBERS TO THE ADRC ADVISORY COMMITTEE

Ms. Cauley reported that we would like to appoint Dan Krause and Carol Battenburg to the ADRC Advisory Committee for their second three-year term.

Mr. Jones made a motion to approve the appointments.

Mr. McKenzie seconded.

Motion passed unanimously.

16. UPDATE ON MARSH COUNTRY HEALTH ALLIANCE COMMISSION

Ms. Cauley reported that she, Ms. Torum and Mr. Mode went to the Marsh Country Health Alliance Commission meeting last month. Due to a \$2 million dollar savings as well as other factors, our new assessment rate will be about \$42,000 less than previous years.

They also discussed the updated intergovernmental operation agreement; however, the final version was not done and will be sent soon. Some of the changes will include issues on how official notices will be given, agenda items, assessment rate meetings, reporting, and current & long-range planning and how it will affect the assessment rate. The board agreed to put this item back on the August agenda.

17. DISCUSS AND PLAN FOR 2015 BUDGET

Review Funding Requests from Public Hearing

a) Watertown Area Cares Clinic - \$10,000

b) People Against Domestic and Sexual Abuse - \$60,000

c) Community Dental Clinic - \$7,000

d) WCHSA new fees - \$3,000

After some discussion, Mr. Tietz made a motion to approve the funding requests as listed.

Mr. Jones seconded.

Motion passed unanimously.

18. UPDATES FROM WISCONSIN COUNTY HUMAN SERVICES ASSOCIATION

The WCHSA meeting is scheduled for later this week so Mr. Mode did not have a report.

19. SET NEXT MEETING DATE AND POTENTIAL AGENDA ITEMS

The next meeting will be on Tuesday, August 12 at 8:30 a.m. The agenda should include the Marsh Country Health Alliance Commission.

20. ADJOURN

Mr. Tietz made a motion to adjourn the meeting.

Mr. Schultz seconded.

Motion passed unanimously.

Meeting adjourned at 10:15 am.

Respectfully submitted by Donna Hollinger

NEXT BOARD MEETING

Tuesday, August 12, 2014 at 8:30 a.m.

Workforce Development Center, Room 103

874 Collins Road, Jefferson, WI 53549