

JEFFERSON COUNTY HUMAN SERVICES
Board Minutes
September 8, 2015

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

Others Present: Human Services Director Kathi Cauley; Administrative Services Manager Joan Daniel; Office Manager Donna Hollinger; County Administrator Ben Wehmeier; and Executive Director of the Rock River Free Clinic Kristin Wallace

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

Ms. Cauley certified that we are in compliance.

4. REVIEW OF THE SEPTEMBER 8, 2015 AGENDA

No changes

5. CITIZEN COMMENTS

No comments

6. INTRODUCTION OF KRISTIN WALLACE, EXECUTIVE DIRECTOR OF THE ROCK RIVER FREE CLINIC

Mr. Mode introduced Ms. Wallace and she spoke about her experiences so far as the new director and how she plans to spread the word about the free clinic.

7. APPROVAL OF THE AUGUST 11, 2015 BOARD MINUTES

Mr. Jones made a motion to approve the August 11, 2015 board minutes.

Mr. Tietz seconded.

Motion passed unanimously.

8. COMMUNICATIONS

No Communications

9. REVIEW OF JULY, 2015 FINANCIAL STATEMENT

Ms. Daniel reviewed the July 2015 financial statement (attached) and reported that there is a projected positive fund balance of \$224,568. 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, Detox and Alternate Care statistics (attached).

10. REVIEW AND APPROVE AUGUST, 2015 FINANCIAL VOUCHERS

Ms. Daniel reviewed the summary sheet of the August 2015 vouchers totaling \$539,548.43 (attached).

Mr. Tietz made a motion to approve the August 2015 vouchers totaling \$539,548.43.

Mr. Schultz seconded.

Motion passed unanimously.

11. 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:

- Our 2015 **Key Outcome Indicators** for August are:
 - **Chips:** All new out of home placements will be formally screened for permanency options within 90 days of case assignment to ongoing staff. We are at 100% We are finding permanency more quickly and in August we have 62 children out of home.
 - **JJ:** 95% of all children on formal supervision will remain in the community through the use of community based safety plans and treatment. 94.7% of children on formal supervision were placed in the community. We have 14 children out of home
 - **Birth to Three:** The program will be issued a notification of 100% compliance with the Federally Compliancy Indicators by DHS based on the annual data review.
 - **Busy Bees Preschool:** Will maintain a 4-star rating from the YoungStar Program. We received a 5-star rating.
 - **CLTW:** 90% of children on a waiver will remain in their home with the use of CLTS and CST services and we are at 96%. 87 children have been removed from the waiting list since June 2014 and only 33 are left.
 - **ILP:** 90% ILS youth and young adults who have aged out of care will enroll in the military, work program or secondary education program and for July we were at 80%.
- We recently filled the vacancy on our CPS team.
- We completed a NIATx project about electronic monitoring which will save us about \$2500 per year.
- Staff are at a Pupil's Services meeting in the Whitewater School System this morning giving a presentation on child abuse and neglect.
- The Child Welfare team went to the Watertown hospital and gave a presentation on child abuse and neglect.

Behavioral Health:

Ms. Cauley reported on the following items:

- Our 2015 **Key Outcome Indicators** for August are as follows:
 - **EMH:** We had 163 suicide calls and last year we had 150 at this time. We have had 82 emergency detentions for the year and last year we had 97. The diversion rate has improved this year from 53% last year to 67%. We have had 5777 crisis calls.

- **Outpatient Clinic:** The goal is to decrease the Patient Health Questionnaire for depression by 2% and we will decrease the Brief Alcohol Monitoring tool by 2%. Both are down by 1.7%.
- **CSP:** Our goal is that 72% of treatment plan goals will be met and we are at 70.5%.
- **CCS:** Our goal is that 72% of treatment plan goals will be met and we are at 78%.
- We will be offering mental health services in the Fort Atkinson, Jefferson and Watertown school districts this year.
- We continue to work on ECHO and our MIS programmers have done a great job to tie it into what we have already been doing. They were also able to build in questions that align with our Zero Suicide Initiative.
- Because of the CCS reconciliation audit, we found that we could add another position to the team that would be fully funded.
- For 2016, the Marsh Country Health Alliance was to have no charge. However, they will now be spreading that over the next two years and we did not account for this in the budget.

Administration:

Ms. Daniel reported on the following items:

- The WIMCR and CCS reports were submitted.
- IV-E is due the end of September
- We continue to work on ECHO and are building reports.
- We will keep our Clearinghouse for billing.
- We will be working on contracts soon.

Economic Support:

Ms. Johnson reported on the following items:

- Our 2015 **Key Outcome Indicators** for August were as follows:
 - We have 30 days to get 100% of all applications processed and we were at 98.51%.
 - The Consortium Call Center must answer calls timely within 95% of the time. We answered 11,979 calls at a rate of 91.74%.
- We made a change within the consortium that no one person will be assigned to a case, but rather the caller will get the next available appointment.
- On September 14, we will begin “priority service” which means that we will process an application immediately for individuals who walk in and qualify for services.
- Beginning October 21, individuals who request health care or family planning programs and do not need to verify information will be able to access the system and apply for BadgerCare. If they are eligible, they will be able to print out a temporary Medicaid card.
- We held “Ready Kids for School” on August 8 and served over 700 kids.
- DHS did a Management evaluation review for accuracy on 10 of our cases from October, 2013 – October, 2014 and all were accurate.
- We have 7648 households on assistance.

ADRC:

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

Our 2015 **Key Outcome Indicators** for August were as follows:

- In the area of Adult Protective Services, a NIATx Project is in process and we believe we can save about \$1,200 through case reassignments and combining trips to the fullest extent possible. This is a time and money saving project and will ensure that annual WATTS reviews are completed timely 100%.
- The ADRC strives to have customers recommend it to others 100% of the time. Surveys are done quarterly. As of 8/31, thirty people would recommend the ADRC to another person; one would not, so we are at 98% in terms of meeting this goal.
- Under the Elder Benefit Specialist Program, we strive to provide services without a waiting list. The 2016-2018 State Aging Plan will study how EBS services are provided on a state-wide basis as they recognize that there are capacity issues. We are currently meeting our goal.
- The goal under Senior Dining is that 100% of meal participants surveyed respond that they do not have hunger or food insecurity issues. 2015 surveys are done and there are area's for improvement: 17% say that they get more than 2/3rds of their daily intake from the meal program, 45% say they would **not** have at least one hot, fresh meal per day if it were not for the program; 26% report that there would be days that they would not get enough to eat if it were not for the program. Three people indicated that they skip meals periodically because they do not have money to purchase food. These issues are a focus area on the 3-year Aging Unit Plan.
- Two part-time drivers have been hired under emergency status to help while our Transportation Coordinator is gone.
- Sharon Olson, the ADRC Supervisor, has been collaborating with the Care Transitions Coalition on a pilot project regarding aspiration pneumonia. The group is working on improving care transitions from hospital to home with a focus on reducing hospital readmissions. This group formed in 2013 and after the data was reviewed, chose to work on a project called **Safe Swallowing to Avoid Aspiration Pneumonia**. The initiative is being piloted through St. Coletta and the initial results are exciting. A presentation on the project will be held on Thursday, September 10th from 11:00-1:00 at the Fort Atkinson Memorial Hospital, in Classroom A on the lower level. If you'd like to attend, please RSVP by 9/4 – call 674-8139. The work being done by this coalition will also be featured at the FOCUS 2015 conference in Wi Dells. This is the 14th *Annual Conference for Health Care Providers and Division of Quality Assurance Staff*.
- Cathy Kehoe, Dementia Care Specialist has been working with the Dodge County Dementia Care Specialist and our area Alzheimer's Association, Community Outreach Coordinator to plan a regional conference. It will be held on November 6th from 8:30-3:00 at the Comfort Suites in Johnson Creek. The cost is \$10. More information will be available shortly.

12. UPDATE ON NEW PROFESSIONAL CONTRACTS

Ms. Cauley reported on the new contracts listed on the 2015 Provider Contracts sheet. (attached)

Mr. Jones made a motion to approve the contracts as listed.

Mr. Schultz seconded.

Motion passed unanimously.

13. DISCUSSION AND POSSIBLE ACTION FOR RESOLUTION FOR LRB-0773/2 & 1440/2 RELATING TO CAUSING OR THREATENING BODILY HARM TO CERTAIN CHILD WELFARE AND JUVENILE JUSTICE WORKERS AND PROVIDING A PENALTY.

Ms. Cauley spoke about the resolution (attached) that began in Outagamie County and has gone to Jefferson County's Rules and Administration Committee. Currently the law covers many public officials and employees, but this resolution would add Child welfare and Juvenile Justice workers to this law.

Mr. Jones made a motion to approve the Resolution as presented.

Ms. Crouse seconded.

Motion passed unanimously.

14. DISCUSSION AND POSSIBLE ACTION FOR PROCLAMATION IN SUPPORT OF SEPTEMBER RECOVERY MONTH

Ms. Cauley reported that staff will be promoting Recovery Month (attached) and educating the public about mental health and that recovery does happen.

Mr. Jones made a motion to approve the proclamation in support of September Recovery Month.

Mr. Schultz seconded.

Motion passed unanimously.

15. DISCUSSION AND POSSIBLE ACTION FOR RESOLUTION "IN MEMORIAM TO MARTY POWERS"

Mr. Mode read the resolution. (attached)

Mr. Mode made a motion to approve the resolution "in Memoriam to Mary Powers."

Mr. McKenzie seconded.

Motion passed unanimously.

16. DIRECTOR'S REPORT

Ms. Cauley reported on the following items:

- Staff are at treatment court training this week
- Staff are very stretched with the volume of cases as well as the implementation of ECHO.

Mr. Mode acknowledged that staff have gone above and beyond the call of duty and is hopeful that one day we will be able to get more help to ease the pressure.

17. UPDATES FROM WISCONSIN COUNTY HUMAN SERVICES ASSOCIATION

Ms. Cauley reported on the following items:

- The board needs to resolve an issue regarding the consolidation of the state Mental Health contract.
- There will be a meeting with the Secretaries on September 22.

18. DISCUSS POTENTIAL AGENDA ITEMS

Update on County savings regarding Sharing of Services, Continuous Quality Improvements and Operations.

19. ADJOURN

Mr. Tietz made a motion to adjourn the meeting.

Mr. Klug seconded.

Motion passed unanimously.

Meeting adjourned at 10:05 a.m.

Respectfully submitted by Donna Hollinger

NEXT BOARD MEETING

Tuesday, October 13, 2015 at 8:30 a.m.

Workforce Development Center, Room 103

874 Collins Road, Jefferson, WI 53549