

JEFFERSON COUNTY HUMAN SERVICES
Board Minutes
November 13, 2018

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

Others Present: Director Kathi Cauley; Administrative Services Division Manager Brian Bellford; Aging & Disability Resource Division Manager Sharon Olson; Office Manager Kelly Witucki, and County Administrator Ben Wehmeier.

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 NOVEMBER 13, 2018 AGENDA

Item 13 will be moved up to follow item 10.

5. PUBLIC COMMENTS

No Comments

6. APPROVAL OF THE OCTOBER 9, 2018 BOARD MINUTES

Mr. Jones made a motion to approve the October 9, 2018 board minutes.

Mr. McKenzie seconded.

Motion passed unanimously.

7. COMMUNICATIONS

No communications

8. REVIEW OF SEPTEMBER 2017 FINANCIAL STATEMENT

Mr. Bellford reviewed the September 2018 financial statement (attached) and reported that there is a projected positive year-end fund balance of \$778,146, however, \$169,000 is related to capital projects that will not be completed in 2018 and will be carried over in 2019, leaving a spendable projected positive year-end fund balance of \$609,146. He also presented the summary 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. He also presented reports showing Detox and Alternate Care statistics (attached).

9. REVIEW AND APPROVE OCTOBER, 2018 VOUCHERS

Mr. Bellford reviewed the summary sheet of vouchers totaling \$614,076.93 (attached).

Mr. Tietz made a motion to approve the October 2018 vouchers totaling \$614,076.93.

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:

Ms. Cauley reported on the following items:

- The **Key Outcome Indicators** are all being met.
- Youth Justice Program was featured in the Bureau of Youth Services Newsletter. It talked about the four counties that received continuation money from the Youth Justice Innovation Grant.
- Birth to Three recently applied for the More for Your Community Grant from Thiesen's in Jefferson. They gave \$1,500 for our Books for Babies Initiative.
- The CPS Ongoing Unit has found permanency for 33 children through October of 2018. The highest permanency rate we have seen in 7 years.
- Our youth who was placed out of state in Arkansas will be returning to Wisconsin and residing at Rawhide Boys Ranch.

Behavioral Health:

Ms. Cauley reported on the following items for October:

- The **Key Outcome Indicators** for all teams are being met.
- EMH crisis calls are up to 9921 through October.
- Suicide calls are 317 this year compared to 254 last year at this time.
- We had 138 emergency detentions compared to 132 last year, and the diversion rate for volunteer treatment is 77%.
- The Department of Health Services has contracted with Jefferson County for Ms. Cauley to coach several counties in Emergency Mental Health and reimburse the County for her time and mileage doing that.
- The Outpatient Clinic is continuing to be booked out 10-12 weeks for the therapists. We have applied for more Opioid Funding. Part of that application was to use some of that funding to contract to help solve that issue.
- Our 16 school districts in Jefferson County have been implementing the DBT Step Based Skills. Each month Liz Mazza does a call in with all the schools and is impressed with all the work that has gone on.

Administration:

Mr. Bellford reported on the following items:

- We are waiting for our final WIMCR numbers to come in. We anticipate that to be toward the end of December.
- 2019 Contracts are started and ready to go, if the resolution is approved.
- We are working to finalize the 2018 billing with all of the departments.
- Administration staff is currently working with staff from other departments on a NiaTx Project regarding the possible use of smartphones.
- Capital project update:
 - The downstairs conference room is looking great and coming along nicely. It should be done by the end of the year.

- Replacing the windows in some buildings and the mechanical room project are getting pushed back to 2019.
- Lueder Haus retaining wall progress is taking longer than expected, but will be meeting with the crew later today. The adjusted timeline calls for that to be done by the end of this month.

Economic Support:

Ms. Cauley reported on the following items:

- Our **Key Outcome Indicators** are being met and are as follows:
 - We have 30 days to get 100% of all applications processed. We processed 99.727% of them timely. We received 489 applications and did 488 timely.
 - The Consortium Call Center must answer calls timely within 95% of the time within 10 minutes. The Southern Call Center answered within 94.43% of the time. The State Call Center average was at 89.53%.
 - There were 12,395 calls in October.
- The Marketplace enrollment began and currently there have been 92 applications.
- The Department of Children and Families came to review our Child Care case files. They reviewed five cases, and all five cases were all 100% correct.
- The Department of Children and Families have a new childcare policy and there is a new program analysis, so they will be coming to meet with us on December 3.

ADRC:

Ms. Olson reported on the following items:

- Our **Key Outcome Indicators** are being met and are as follows:
 - APS goal met. Power Up scheduled for Hawthorn Aptmetn in Waterloo this month and working on scheduling another apartment complex.
 - Met. Nine new home delivered meals started in October, 3,152 meals with an average of 137 meals a day.
 - There were 503 one way trips completed out of 529 requested. Only one denial to a assisted living provider.
 - Heather Janes stared at our new Dementia Care Specialist on November 8th.
 - Received a call that the 2019 Mobility Manager will be getting approved. It is a one year contract that could be reapplied for.

11. DISCUSSION AND POSSIBLE ACTION ENTERING INTO NEW PROFESSIONAL SERVICE CONTRACTS (RESPIRE CARE, CHILD ALTERNATE CARE, FOSTER CARE AND PERSONAL CARE & SUPPORTIVE HOME CARE)

Ms. Cauley reported that we have eight new service providers. (attached)

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

Mr. Schultz seconded.

Motion passed unanimously.

12. DISCUSSION AND POSSIBLE ACTION ON AUTHORIZING EXECUTION OF STATE HUMAN SERVICES 2019 CONTRACTS, CONSORTIUM AGREEMENTS AND PROFESSIONAL/CARE PROVIDER CONTRACTS

Mr. Bellford reported that this authorizes the execution of contracts, agreements and provider contracts for 2019. This resolution will be on the County Board agenda tonight.

Mr. Tietz made a motion to approve authorizing execution of State Human Services contracts, consortium agreements and professional/care provider contracts and to submit it to the County Board for approval.

Ms. Crouse seconded

Motion passed unanimously.

13. PRESENTATION AT 9:00 A.M. ON EVERY CHILD THRIVES AND TALKREADPLAY FROM TINA CRAVE, CEO GREATER WATERTOWN HEALTH FOUNDATION AND TARASA LAWN, GREATER WATERTOWN HEALTH FOUNDATION

Tina Crave, Tarasa Lawn, and Sarah Myers from the Greater Watertown Health Foundation and Beth Boucher from Jefferson County Human Services presented the TalkReadPlay initiative and provided handouts (attached).

14. DISCUSSION AND POSSIBLE ACTION ON PADA 2018 INVOICES

The board reviewed the invoices from February through July.

Mr. McKenzie made a motion to pay PADA February through July.

Mr. Jones seconded.

Motion passed unanimously.

15. DISCUSS UPCOMING WISCONSIN COUNTIES HUMAN SERVICES ASSOCIATION CONFERENCE

The WCHSA Association conference will be held on November 29 – 30 and everyone is invited to attend.

16. DIRECTOR'S REPORT

Ms. Cauley reported on the following items:

- On December 12 in Watertown from 8:00 a.m. – 9:30 a.m. Every Child Thrives will be organizing an event pertaining to the impact of trauma on children.

17. ADJOURN

Mr. Jones made a motion to adjourn the meeting.

Mr. Kutz seconded.

Motion passed unanimously.

Meeting adjourned at 9:53 a.m.

Minutes prepared by:

Kelly Witucki
Office Manager
Human Services

NEXT BOARD MEETING

Tuesday, December 11, 2018 at 8:30 a.m.
Workforce Development Center, Room 103
874 Collins Road, Jefferson, WI 53549