

JEFFERSON COUNTY HUMAN SERVICES
Board Minutes
January 12, 2021

Board Members Present in Person: Richard Jones and Michael Wineke

Board Members Present via Zoom: Russell Kutz, Cynthia Crouse, Jim Schultz, and Sira Nsibirwa

Absent: Augie Tietz

Others Present: Director Kathi Cauley; Deputy Director Brent Ruehlow; Administrative Services Division Manager Brian Bellford; Economic Support Manager Jill Johnson; Aging & Disability Resource Division Manager Sharon Olson; Aging & Disability Resource Division Manager ReBecca Schmidt; and County Administrator Ben Wehmeier.

1. CALL TO ORDER

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

2. ROLL CALL/ESTABLISHMENT OF QUORUM

Tietz Absent/Quorum was established.

3. CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW

Ms. Cauley certified that we are in compliance.

4. REVIEW OF THE JANUARY 12, 2021 AGENDA

Mr. Kutz moved Agenda Item #14 to be after Agenda Item #10. Additionally, Mr. Kutz made the ADRC the first Division Update in Agenda Item #11.

5. PUBLIC COMMENTS

No Comments

6. APPROVAL OF THE DECEMBER 8, 2020 BOARD MINUTES

Mr. Schultz made a motion to approve the December 8, 2020 board minutes.

Mr. Kutz seconded.

Motion passed unanimously.

7. COMMUNICATIONS

Ms. Cauley introduced ReBecca Schmidt, who is the new Aging and Disability Resource Division Manager. She is replacing Sharon Olson, who is retiring on January 15, 2021.

Ms. Cauley shared that Police Chief Pileggi was interviewed in *The Municipality* magazine and had complimentary things to say about Human Services.

8. DISCUSSION AND POSSIBLE ACTION ON ELECTING A NEW SECRETARY

Mr. Jones made a motion to appoint Mr. Schultz the Secretary.

Mr. Wineke seconded.

Motion passed unanimously.

9. REVIEW OF NOVEMBER 2020 FINANCIAL STATEMENT

Mr. Bellford reviewed the November 2020 financial statement (attached) and reported that we are projecting a positive year-end fund balance of \$3,089,268. This balance includes \$650,000 from our reserve carryover but excludes any prepaid adjustments. Major items impacting the surplus, in addition to the carryover reserve, include alternate care costs, hospitalization costs, enhanced finding, WIMCR, and MA billing.

10. DISCUSS AND APPROVE DECEMBER 2020 VOUCHERS

Mr. Bellford reviewed the summary sheet of vouchers totaling \$501,816.35. (attached).

Mr. Jones asked about purchases made for a holiday party. Mr. Ruehlow explained that these purchases were for a party for the foster parents. The purchases were funded by the Foster Parent Incentive grant from DCF.

Ms. Wineke made a motion to approve the December 2020 vouchers totaling \$501,816.35.

Mr. Schultz seconded.

Motion passed unanimously.

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

ADRC:

Ms. Olson said that it has been her pleasure to work with everyone in Jefferson County.

Ms. Schmidt reported on the following item

- Key Outcome Indicators are being met.
 - ADRC - KOI was met for December – 15 out of 15 customers were enrolled into an LTC program.
 - Senior Dining – 24 new Home Delivered Meal consumers started in December
 - 3324 meals were delivered in December of 2020. This is a significant increase from the 2444 meals that were served in January of 2020.
 - Each participant of the Home Delivered Meals program received a bag with two shelf-stable meals for emergency preparedness.
 - New APS staff, Mary Parizek started in her role here on December 14th, 2020.
 - New ADRC Specialist Jennifer Bannister started in her new role here on January 4th, 2021.
 - Transportation – Ridership was up in December with 563 1-way trips provided by our Driver Escort Program.
 - 73 Wheelchair van rides were provided
 - 8 individuals were transported through community providers
 - 21 requests were unable to be met, or had to be rescheduled.
 - 20 1-way trips were provided with the VA van
 - New Projects starting in January
 - Flu Vaccine Promotion
 - Aging Mastery Program

Economic Support:

Ms. Johnson 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 received 594 applications. We processed 99.49% of them timely.
 - The Consortium Call Center must answer calls timely within 95% of the time. The Call Center was 99.79%. We had 6,655 calls. Pre-pandemic, we were at about 13,000 or 14,000 calls per month. This is because customers have a lot of exemptions as to what they have to complete, so there are fewer calls.
- The latest Federal stimulus bill provides a 15% increase in Food Share benefits for January 2021 to June 2021.

Child & Family Resources:

Mr. Ruehlow reported on the following items:

- **Key Outcome Indicators** for most teams are being met. One key outcome indicator is in the Youth Justice area. We try to keep our children with relatives or like-kin. We have had around 70% of

children in relative or like-kin placements. We are down to about 64% now, because of some detention and shelter placements. This may be reflected in future alternate care fiscal numbers.

- Mr. Ruehlow provided an update on the foster care incentive grant holiday activities. Staff delivered gifts to families on a Saturday in December.
- The 2021 budget did create a new CLTS position to account for activities that DHS used to contract for. These activities are being given back to the County. That position was filled internally.
- An employee in the CPS area is leaving to take a job with DCF.
- Safe Families for Children is starting a chapter in Watertown. This group works to prevent child abuse and neglect. Mr. Ruehlow will be meeting with them to work with stakeholders in the community.

Behavioral Health:

Ms. Cauley reported on the following items:

- **Key Outcome Indicators** for all teams are being met
 - The Outpatient Clinic uses the PQH-9 to measure depression. We have seen those scores decrease.
 - CSP and CCS – Key outcome indicator is a number of treatment plan goals accomplished, and those key outcome indicators are met.
 - EMH key outcome indicator is the diversion rate. In 2020, 75% of the people we assessed for emergency detention and were diverted to voluntary services. This was a little lower than last year, because more of the people we saw had complex, acute issues. We had 108 emergency detentions for the year. Emergency detention of youths has decreased over the years. We sent no youths to Winnebago in 2020.
- One reason our diversions have been so successful has been DBT. We will create a partnership with the Paquette Center to roll out DBT for children. We are also part of a DBT Wisconsin group that wants to see DBT available across the State.
- We worked with the Greater Watertown Health Foundation to do a gap analysis to determine the prevalence of mental health providers. Fort Health Care opened a Federally Qualified Health Care (FQHC) center, where you can get costs reimbursed, and they are required to have a behavioral health network, so we have been working with Fort Health Care to do the groundwork. The biggest issue is that providers will not see people with Medicaid.
- We continue to see issues with alcohol. This is a prevailing problem throughout Wisconsin.
- In December, three people died by suicide. Ms. Cauley asked for help to get the word out about treatment options that Human Services has.
- We have had many mental health positions open for a long time. We are having problems recruiting.

Administration:

Mr. Bellford reported on the following items:

- Year-end reporting is in process. GWAAR November reporting was submitted in early January. DCF and DHS December reporting will be submitted at the end of January. Final 2020 reporting will be submitted in February or March, depending on the funding source. Income Maintenance December reporting will be submitted on January 20. DOT Quarter 4 reports are due on January 31.
- Our Payroll Specialist is retiring in March. She is a long-time employee with a lot of knowledge.

Mr. Jones asked about COVID vaccinations in Jefferson County. Mr. Wehmeier said the County is currently on Phase 1A, which consists of front-line medical workers, social workers, EMS, nurses, etc. We are making plans for law enforcement and fire. Clinics are happening at the Fairgrounds. We are awaiting guidance on the next phases.

- 12. DISCUSSION AND POSSIBLE ACTION ON NEW 2021 PROFESSIONAL SERVICE CONTRACTS (CHILD ALTERNATE CARE, RESPITE CARE, DLS, MENTORING, PSYCHOLOGICAL EVALUATIONS, AODA ASSESSMENTS, AND 51 EVALUATIONS)**
Ms. Cauley reported that we have three new service providers. (attached)
Mr. Jones made a motion to approve the contracts as listed.
Mr. Wineke seconded.
Motion passed unanimously.
- 13. DISCUSSION AND POSSIBLE ACTION ON 2021 RATES**
Mr. Bellford reviewed the 2021 services. (attached)
The 2021 protective payee rate should be \$45, not the \$44 listed.
Mr. Kutz made a motion to approve the rates as listed, with the protective payee change noted above.
Mr. Nsibirwa seconded.
Motion passed unanimously.
- 14. DISCUSSION AND POSSIBLE ACTION ON THE ADRC REINVESTMENT RESOLUTION**
Ms. Olson explained that the Stakeholder Advisory Group has asked Counties to review the resolution (attached). Ms. Olson explained that the funding method for ADRC's has not changed in over a decade. It has been the same funding method since 2006, and Jefferson County began in 2009, so we have not seen a funding change. The current funding method does not account for an aging population group, population growth, or cost of living increases. The Stakeholder Advisory Group is proposing the legislature add \$27,410,000 in GRP to our State's ADRC funding. A theoretical allocation would increase the Jefferson County allocation by almost double.
Mr. Wineke made a motion to support the resolution.
Mr. Kutz seconded.
Motion passed unanimously.
- 15. DISCUSSION AND POSSIBLE ACTION ON DEPARTMENT OF JUSTICE GRANT FOR YOUTH RESTORATIVE ACTIVITIES**
Ms. Cauley and Mr. Ruehlow reported that we were awarded a \$7,000 grant from the Department of Justice. This was a very competitive process. We will use the funding to create programs aimed at reducing the overrepresentation of minority youth in Jefferson County's juvenile justice system through diversionary programming.
Mr. Jones made a motion to accept the grant and submit it to the County Board for approval.
Mr. Schultz seconded.
Motion passed unanimously.
- 16. DISCUSSION AND POSSIBLE ACTION ON CREATION OF SCHOOL MENTAL HEALTH SOCIAL WORKER POSITION**
Ms. Cauley explained that the Department would like to create two mental health social worker positions. These positions would help school districts with DBT skills, assess children, and provide treatment and groups in school. These positions would be funded by Medicaid billing and the Greater Watertown Health Foundation would contribute \$100,000 per year for two years. We would use some carryover to fund the positions during orientation time.
Mr. Jones made a motion to support the creation of the two mental health social worker positions.
Mr. Schultz seconded.
Motion passed unanimously.
- 17. DIRECTOR'S REPORT**
Ms. Cauley reported on the following items:
- Mike Wineke & Sira Nsibirwa has agreed to serve on the ADRC Advisory committee and will be appointed.

- Homelessness in Jefferson County continues to be a serious problem. We are having a stakeholder meeting with many parties.
- We are bringing in Dr. Cox in February to address the Department about implicit bias in our thinking.
- We have many key retirements coming up: Transportation Coordinator, CLTS Supervisor, Accounting Specialist, and three other key positions.
- We are holding a yearlong training for supervisors and managers at Human Services to learn the best and new leadership practices. Additional training will be held for aspiring leaders.

18. ADJOURN

Mr. Schultz made a motion to adjourn the meeting.

Mr. Kutz seconded.

Motion passed unanimously.

Meeting adjourned at 9:45 a.m.

Minutes prepared by:

Kelly Witucki
Office Manager
Human Services

NEXT BOARD MEETING

Tuesday, February 9, 2021, at 8:30 a.m.

Jefferson County Courthouse County Board Room 205

311 S Center Ave, Jefferson, WI 53549