

JEFFERSON COUNTY HUMAN SERVICES
Board Minutes
September 14, 2021

Board Members Present in Person: Richard Jones, Russell Kutz, Michael Wineke, and Alice Mirk

Board Members Present via Zoom: Kirk Lund, Sira Nsibirwa, and Gino Racanelli

Others Present: Director Kathi Cauley; Administrative Services Division Manager Brian Bellford; Economic Support Division Manager; Jessica Schultze; Aging & Disability Resource Division Manager ReBecca Schmidt; County Administrator Ben Wehmeier and Office Manager Kelly Witucki

1. CALL TO ORDER

Mr. Jones 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 14, 2021, AGENDA

Mr. Jones moved Agenda item #12 to be after Agenda item #10.

5. PUBLIC COMMENTS

No comments

6. APPROVAL OF THE AUGUST 10, 2021, BOARD MINUTES

Mr. Wineke made a motion to approve the August 10, 2021, board minutes.

Mr. Kutz seconded.

Motion passed unanimously.

7. COMMUNICATIONS

No communications

8. DISCUSSION AND POSSIBLE ACTION ON ELECTING A NEW SECRETARY

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

Mr. Wineke seconded.

Motion passed unanimously.

9. REVIEW OF JULY 2021 FINANCIAL STATEMENT

Mr. Bellford reviewed the July 2021 financial statement (attached) and reported that there is a projected positive year-end fund balance of \$1,534,878. This balance includes \$650,000 from our reserve carryover, but excludes any prepaid adjustments, leaving \$884,878 in unreserved fund balance.

10. DISCUSS AND APPROVE AUGUST 2021 VOUCHERS

Mr. Bellford reviewed the August 2021 summary sheet of vouchers totaling \$1,196,449.33 (attached).

Mr. Jones made a motion to approve the August 2021 vouchers totaling \$1,196,449.33.

Mr. Nsibirwa seconded.

Motion passed unanimously.

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

Behavioral Health:

Ms. Cauley reported on the following items:

- We have provided 11,116 EMH contact services this year through August. For the entire year in 2016, we had 9,124.
- We have had five emergency detentions in August. For the year, we have assessed 359 individuals for possible detention. We had 10 emergency detentions for the jail. We continue to divert people to voluntary services. Our diversion rate is 77%.
- Miramont Behavioral Health in Middleton has officially opened, and we have been utilizing them, which has been successful. There is also Granite Hills Hospital in West Allis that will be opening soon.
- This year we were able to hire two School Mental Health positions. The schools have expressed their excitement for these positions. They will focus on implementing DBT Steps A, a social emotional suicide prevention curriculum. They will also be on-site to see children routinely or in the need of a crisis.
- With our carryover funds, we were able to set aside funds to implement Infant Mental Health. We have a provider in our Birth to Three program who is fully credentialed as our Infant Mental Health Specialist.
- September is Recovery Month, and we are currently selling t-shirts for a fundraiser to raise money for consumer needs.
- Shared a Wall of Fame for one of our staff members, Rebecca Gregg.

Administration:

Mr. Belford reported on the following items:

- Applications have been submitted for the Mental Health Block grant, Substance Abuse Block grant, and the Opioid grant.
- The GWAAR 2022 Budget Funding, along with the Aging Plan will soon be completed and sent in.
- Applications due in October would include the Targeted Safety Support Funds and IV-E Legal Funding.
- We are currently working on the 2022 contract list for the October meeting.
- Capital update:
 - The water main and parking lot project will be starting soon.

Economic Support:

Ms. Schultze reported on the following items:

- Some of our new workers are getting ready to transition to the call center.
- Jefferson has a contractual obligation to take 18% of the calls through the Southern Consortium and Jefferson is at 17.9%.
- For August, we had one application that was not processed timely within 30 days.
- For the Southern Consortium, we remain the second highest in the state for our call answer rate.
- For the first time in 18 months, Food Share is requiring participants to provide documentation such as check stubs and employment verification.

ADRC:

Ms. Schmidt reported on the following items:

- Our Key Outcome Indicators are being met.
- ADRC has had 4890 consumer contacts and 152 enrollments into long-term care programs in 2021.
- The Elder Benefit Specialists will be holding in-person – ABC's of Medicare Workshop on Sept 22, 5-7 pm at the Watertown Senior Center
- Medicare Part D open enrollment this year will be from October 15 through December 7. We are busy sending out information about this process and ways we are available to assist.
- I & A Specialist, Jennifer Bannister's last day was 8/27, we have been interviewing for her replacement. We currently have two strong candidates, and we are in the process of checking references at this time.
- Nutrition programs continue to see strong numbers with approximately 3500 meals served in the last month. Of those meals, 482 were contactless. Consumers would drive to pick up their meals from the meal sites.
- Transportation also continues to see an increase in the number of rides we are providing each month as well as an increase in the number of new riders. August saw 785 rides given with 29 new riders.
- Our Dementia Care Specialist spent time with 64 consumers during August, not including outreach and marketing.
- Activities that took place over the last month include a radio interview, Health Promotions Classes, book clubs, support group meetings, a presentation by Dr. Alexis Eastman on Dementia Care, and several memory screens at local public libraries.
- APS has been staffing potentially shared cases with Crisis and EMH. This has proven to be a valuable partnership as we work together to support the health and safety of our community members.

Child & Family:

Ms. Cauley reported on the following items:

- Our Key Outcome Indicators are being met.
- There is currently 41 youth who have been placed out of the home. This number is the lowest in several years.
- We are one of three counties that have started the Parents Supporting Parents Program. Andrea Szwec is our Parents Supporting Parents Coordinator and was asked to speak at the Child Welfare and the Courts Conference. Her presentation will be called Building Parent Partnerships.
 - We have employed parents that have been through the child welfare system who have skills and wisdom to share with the families currently enrolled in this program. One of the parents that were hired to work in this program shared an uplifting comment regarding her experience in this position and how it has made a positive impact on her.

12. DISCUSSION AND POSSIBLE ACTION ON RECRUITING FOR A PSYCHIATRIC NURSE PRESCRIBER POSITION

Ms. Cauley reported that there is a strong need for a Psychiatric Nurse Prescriber. They would help our Psychiatrist, Dr. Haggart with treating patients with mental health needs.

Mr. Racanelli made a motion to approve recruiting for a Psychiatric Nurse Prescriber.

Mr. Wineke seconded.

Motion passed unanimously.

13. DISCUSSION AND POSSIBLE ACTION ON AGING PLAN

Ms. Schmidt reported on the final draft of the Aging Department's 3-year Aging Plan. Ms. Schmidt went over the highlights, results, and goals of the plan. There are two public hearings scheduled in September. Following these meetings, any necessary changes will be made based on the feedback from the public. Then a final draft will be presented to this board in October for approval.

14. DISCUSSION AND POSSIBLE ACTION ON NEW 2021 PROFESSIONAL SERVICE CONTRACTS (CSP TRAINING AND CONSULTING, AND PEER SUPPORT AND OUTREACH)

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

Mr. Racanelli made a motion to approve the contract as listed.

Mr. Lund seconded.

Motion passed unanimously.

15. DISCUSSION AND POSSIBLE APPROVAL OF BUDGET UPDATES

Ms. Cauley reviewed the changes for the 2022 budget.

Mr. Kutz made a motion to approve the changes for the 2022 budget.

Mr. Lund seconded.

Motion passed unanimously.

16. DISCUSS POTENTIAL AGENDA ITEMS FOR OCTOBER BOARD MEETING

- Presentation on the Nutrition Program
- 2022 Contracts

17. DIRECTOR'S REPORT

Ms. Cauley reported on the following items:

- Ms. Cauley and Mr. Ruehlow are currently on the advisory committee with WCHSA and have been working with other counties to find ways to help our youth with complex needs who have been going out of state for treatment. There is a plan underway, and we are currently working with the state department in hopes of making some positive changes.
- Today we will be closing on the two triplexes that we purchased to help with the housing issues.
- The CAC has a new Executive Director who is very dynamic, so we are hopeful for additional options to come available.
- The new Managed Care Organization called My Choice has had some issues and we will be following up on those.

18. ADJOURN

Mr. Nsibirwa made a motion to adjourn the meeting.

Mr. Lund seconded.

Motion passed unanimously.

Meeting adjourned at 10:00 a.m.

Respectfully submitted by Kelly Witucki

NEXT BOARD MEETING

Tuesday, October 12, 2021, at 8:30 a.m.

Jefferson County Courthouse County Board Room 205

311 S Center Ave, Jefferson, WI 53549