

JEFFERSON COUNTY HUMAN SERVICES
Board Minutes
Monday, December 1, 2008

Board Members Present: Jim Mode, Richard Jones, Pam Rogers, Gail Towers Macaskill, Jim Schultz, John McKenzie and Marty Powers.

Others Present: Tom Schleitwiler, Dan Gebauer, Donna Hollinger, Sue Torum and Sharon Schmeling.

1. CALL TO ORDER

Mr. Mode called the meeting to order at 9:35 a.m.

2. ROLL CALL/ESTABLISHMENT OF QUORUM

Quorum established

3. CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW

Compliance attained

4. REVIEW OF THE AGENDA

No changes

5. PUBLIC COMMENT

Mr. Mode said that on Friday, November 28, Governor Doyle announced that BadgerCare+ may be delayed 6 - 12 months. This will directly affect our budget.

6. APPROVAL OF OCTOBER 30, 2008 BOARD MINUTES

Ms. Rogers made a motion to approve the October 30, 2008 board minutes.

Mr. Powers seconded.

Motion passed unanimously.

7. APPROVAL OF NOVEMBER 10, 2008 FINANCE COMMITTEE MINUTES

Mr. McKenzie made a motion to approve the November 10, 2008 finance committee minutes. Mr. Schultz seconded.

Motion passed unanimously.

A. Review October 2008 Financial Statement

The October statement was not available

8. REVIEW AND APPROVAL OF 2009 PROVIDER CONTRACTS AND AGREEMENTS

Mr. Gebauer referenced the Provider Contracts and Agreements (attached) and said that it lists any agency or individual who provides a service for us. He said that there will be fewer contracts next year due to Care Wisconsin and that January is the only month left for the transition for the Adult Waiver program.

Mr. Gebauer then discussed what each column represents. The Providers/Vendors that have multiple locations each have a separate contract. There are two columns that indicate if it is a POS, (Purchase of Service) which is a formal contract or a LOA, (Letter of Agreement) which is much shorter than the POS. The next two columns identify if we have

control over the rate increase or not. The State or another County would be an example of a provider who sets their own rates. The next column, Type of Service, identifies what service is being provided such as adult alternate care, and then the Target Group identifies the team that this service belongs to, such as Mental Health. Mr. Gebauer said that the "Rates" column indicates how the provider is being paid, and noted that the majority of the 2009 rates have not changed from 2008. The last column is the total contracted rate.

Mr. Mode asked how our rates compare to Care Wisconsin.

Mr. Gebauer said that they are the same for now and will be for next year, but after that they will look at them and may adjust them.

Ms. Rogers made a motion to approve the 2009 Provider Contracts and Agreements as presented. Mr. McKenzie seconded.

Motion passed unanimously.

9. REVIEW AND APPROVAL OF 2009 STATE/COUNTY CONTRACTS

Mr. Gebauer presented the 2009 State/County Contracts (attached) and said that this contract is between Human Services and the funding source. The first column identifies the funding source. The second column indicates if the funding source needs county board approval. Mr. Gebauer said that State Statutes require that the County Board approve all Mental Hygiene Social Services contracts and Youth Aid contracts. The next columns identify the time period, account number, the State Agency, the contract type, the contract amount, tentative allocation, begin date in 2008, estimated date, and sum sufficient.

Mr. Jones made a motion to approve the 2009 State/County Contracts as presented.

Ms. Rogers seconded.

Motion passed unanimously.

10. 2009 BILLING/CHARGE RATES CORRECTION – COMMUNITY OUTREACH WORKER

Mr. Gebauer said that the rate for the Community Outreach Worker listed on the 2009 billing/charge rate sheet (attached) was incorrectly listed as \$40. The correct amount should be \$52.

Ms. Rogers made a motion to approve the corrected rate for the Community Outreach Worker as presented.

Mr. Powers seconded.

Motion passed unanimously.

11. REVIEW AND APPROVAL OF MEDICAID GUIDELINES FOR TRANSPORTATION REIMBURSEMENT

Ms. Torum presented the Policy Guidelines for Medicaid Reimbursed Transportation (attached) and said that these guidelines came directly from the State Medicaid handbook. It provides mileage reimbursement through Jefferson County to eligible members for transportation that is not covered by the Medical Assistance Card. Recipients who use their own vehicle are eligible to receive .24 per mile. If the vehicle is lift/ramp equipped, the reimbursement is .50 per mile. The guidelines explain the following: Medicaid Covered Services, Travel Related Expenses, Retroactive Payments, and Member Rights.

Ms. Rogers made a motion to approve the Medicaid Guidelines for Transportation Reimbursement as presented.

Ms. Macaskill seconded.

Motion passed unanimously.

12. DISCUSSION AND POTENTIAL ACTION ON CLOSING ROME NUTRITION SITE

Ms. Torum distributed statistical data on the Senior Dining Programs. (attached) She said that the Rome nutrition site participation has been grim. The following statistics specifically discuss the problem areas:

1. Program Participation
2. Meal Costs
3. Location expenses
4. Donations

Ms. Torum then discussed the options that were explored and detailed what the costs would be if the site was closed. She compared the 2007 costs with 2009 costs, which brought the meal cost down from \$14.84 in 2007, to \$2.37 in 2009. After much board discussion, Ms. Torum suggested that the Board make a resolution to close the Rome Nutrition Congregate Site and just continue having home delivered meals.

Ms. Rogers made a motion to close the Rome Congregate Nutrition Site but to continue to have home delivered meals.

Mr. Jones seconded.

Motion passed unanimously.

13. REVIEW AND APPROVAL OF DOT SPECIALIZED TRANSPORTATION PLAN

Ms. Torum presented the 2009 Grant Application for Specialized Transportation Assistance. (attached) She said that we are requesting \$167,376 in state assistance to provide specialized transportation services for the elderly and disabled. We must assure that \$33,475 in local funds has been included and adopted in the county's 2009 budget and will be available as the share required to match this grant.

Ms. Torum discussed each section of the plan including 3 projects & their corresponding budgets which include:

1. Elderly/Disabled Van Transportation Program
2. Nutrition Program Taxi Subsidy
3. Driver-Escort Program

She added that a public hearing will be held on December 11 to discuss the grant.

Mr. McKenzie made a motion to approve the draft application as presented with the provision that any change made because of the public hearing will require another motion from the board.

Mr. Jones seconded.

Motion passed unanimously.

14 - 16. REVIEW AND APPROVAL OF FAMILY SUPPORT PROGRAM WAITING LIST POLICY, FUND REALLOCATION POLICY, and CRISIS POLICY.

Ms. Smyth-Magnus, Division Manager of Family Resources, said that they need to implement 3 policies (attached) regarding the Family Support Program. The Waiting List Policy will establish a policy and procedure of when and how a waiting list for services will be administered. The Fund Reallocation Policy will establish guidelines and procedures for funding that becomes available before the end of the fiscal year. The Crisis Policy establishes when an eligible family is in a state of emergency and clarifies how the emergency funds will be disbursed.

Mr. Powers made a motion to approve the 3 Family Support Program Policies: Waiting List, Fund Reallocation, and Crisis as presented.

Ms. Rogers seconded.

Motion passed unanimously.

17. ADJOURN

Mr. Jones made a motion to adjourn the meeting. Ms. Rogers seconded.

Motion passed unanimously.

Meeting adjourned at 10:45 a.m.

NEXT BOARD MEETING

Thursday, January 29, 2009

9:30 a.m.

Workforce Development Center

874 Collins Road, Room 103

Jefferson, WI 53549