

Human Services Board Agenda - Jefferson County
Jefferson County Workforce Development Center, 874 Collins Road, Room 103
Jefferson, WI 53549

Date: Tuesday, June 13, 2017 Time: 4:00 p.m.

Committee Members:

Mode, Jim (Chair)
Jones, Dick (Vice Chair)
Kutz, Russell
Tietz, Augie

McKenzie, John (Secretary)
Crouse, Cynthia
Schultz, Jim

PUBLIC HEARING begins at 5:00 p.m. on June 13, 2017 in Room 103, Workforce Development Center.

1. Call to Order
2. Roll Call (Establish a Quorum)
3. Certification of Compliance with the Open Meetings Law
4. Approval of the June 13, 2017 Agenda
5. Public Comment (Members of the public who wish to address the Board on specific agenda items must register their request at this time.)
6. Approval of May 9, 2017 Board Minutes
7. Communications
8. Review of the April, 2017 Financial Statement
9. Discuss and Approve May, 2017 Vouchers
10. Division Updates: Child and Family Division, Behavioral Health, Administration, Economic Support, and Aging & Disability Resource Center
11. Discussion and Possible Action on New Professional Service Contracts (psychiatric, respite, personal care, supportive home care)
12. Appoint Jeanne Tyler to the ADRC Advisory Committee and Audrey Postel and Carol O'Neil to the Nutrition Project Council
13. Discussion and Possible Action on proposed Chapter 980 legislation
14. Discussion regarding Human Service data and county comparisons
15. Discussion and Possible Action on Opioid Grant
16. Director's Report
17. Discuss potential agenda items for July board meeting.
18. Discuss the Public Hearing & Review Board Policies
19. Public Hearing – Human Services Department 2018 Budget
20. Adjourn

Next Scheduled Meeting: Tuesday, July 11, 2017 at 8:30 a.m.

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County board of Supervisors, may be present at this meeting.

Special Needs Request - Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

JEFFERSON COUNTY HUMAN SERVICES

Board Minutes

May 9, 2017

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; Economic Support Manager Jill Johnson; Aging & Disability Resource Division Manager Sharon Olson; Office Manager Donna Hollinger; Jefferson County Supervisor Mary Roberts; 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, 2017 AGENDA

No changes

5. PUBLIC COMMENTS

No comments

6. APPROVAL OF THE APRIL 11, 2017 BOARD MINUTES

Mr. Tietz made a motion to approve the April 11, 2017 board minutes.

Mr. Kutz seconded.

Motion passed unanimously.

7. COMMUNICATIONS

No communications

8. REVIEW OF MARCH, 2017 FINANCIAL STATEMENT

Mr. Bellford reviewed the March 2017 financial statement (attached) and reported that there is a projected positive fund balance of \$48,982, which includes our carryover from 2016 but excludes any prepaid adjustments. It also includes a credit from Winnebago/Mendota of \$206,401 for March. Projections this early in the year are very volatile and subject to change. 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 Commitment/Inpatient, Detox and Alternate Care statistics (attached).

9. REVIEW AND APPROVE APRIL, 2017 VOUCHERS

Mr. Belford reviewed the April 2017 summary sheet of vouchers totaling \$581,012.99 (attached).

Mr. Schutz made a motion to approve the April 2017 vouchers totaling \$581,012.99.

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 for Mr. Ruehlow on the following items:

- Brent Ruehlow and Laura Wagner are in Alaska at the National Citizen Review Panel Conference
- Ron Hermes, Bureau Director of the Division of Children & Families, sent a letter to Mr. Ruehlow to recognize our county's documentation of case worker contacts for children in out of home care.
- The Key Outcome Indicators are all being met.
- We had a very positive meeting with the new Judge, Robert F. Dehring, Jr.

Behavioral Health:

Ms. Cauley reported on the following items:

- **Key Outcome Indicators** are all being met
 - We had 13 emergency detentions, with a total of 42 for the year, which is up from last year.
 - We had 185 assessments, last year we had 167, but we found voluntary options for 145 people with a 77% diversion rate.
 - Suicide calls up at 102.
 - Crisis calls are up from last year and we have had 29 emergency detentions.
 - Our diversion rate is up! This indicates that we continue to find alternative options for individuals.
- State Medicaid Plan now includes coverage if an individual between the ages of 21 – 65 voluntarily admits himself/herself into an Institution for Mental Disease.
- There is possible community funding for mental health services in schools. We offer training in Mental Health First Aid and Trauma Informed Care in the schools. Three school districts are very interested in having more mental health services.
- The State of Wisconsin received a Substance Abuse and Mental Health Services Administration (SAMHSA) grant to combat the prescription opioid and heroin crisis. If we were to receive some of the funds, we would like to add a new position.
- We received a complimentary report from DHS about everything that our Project YES! team is doing.

Administration:

Mr. Bellford reported on the following items:

- We have been working with auditors and getting them the information they need.
- Last week I and another staff attended the Human Services Financial Management Association Conference. It was a very good conference and I was able to meet other financial managers and state staff.
- We have been working on reports that are due to the state.
- The fire alarm RFP has not gone out yet because we are working on a CAD drawing of all of our buildings so the contractors will know what to bid on.

Mr. Wehmeier said that due to the hard work of Brian's staff and other departments, the auditors completed their work a week early, so kudos to everyone who made that happen.

Economic Support:

Ms. Johnson reported on the following items:

- Our March **Key Outcome Indicators** were as follows:
 - *We have 30 days to get 100% of all applications processed.* We processed 98.9% of them timely.
 - *The Consortium Call Center must answer calls timely within 95% of the time.* The Call Center was at 95.55%. The Center took 14,084 calls.
- Last week was Economic Support Specialist week, which acknowledges the excellent work that they do. The supervisors will be taking staff out to lunch to celebrate.
- Maintenance is painting the resource room and Job Service paid for a computer monitor located in room 102.
- The Consortium trainer from Rock County came last week to work with our two new workers. Our bilingual worker will go to Rock County for 3 days later this month to help in their bilingual queue.
- We are waiting to hear about changes within the state budget.

ADRC:

Ms. Olson reported on the following items:

- For the Adult Protective Services and Elder Abuse program, the key outcome indicator was met in that 100% of referrals are responded to within the time frames contained in the statute. The APS Unit is Mark and Shelly. They have been working with some very talented staff on the children's team to help create a banner to display in June in support of Elder Abuse Awareness. Our plan is to enter a story into the papers each week to also increase awareness of abuse including an invite to our Elder Adult at Risk I Team. Lauren Hamvas will be presenting on the Elder Rights project.
- The ADRC's KOI for 2017 is to improve response time of functional screen assessment. Long Term Care Functional Screens are calculated within 14-days from the date the functional screen was administered to the consumer. A 14-day completion goal is viewed as "best practice" for the ADRC of Jefferson County. For April, the goal was not met that 69.56% of the functional screens were calculated within the time frame. During the month of April, 16 of the 23 screens were completed and calculated for eligibility.

- The Home Delivered Meal Program's KOI was met in April. There were 6 new home delivered meal requests and one person was denied due to needing a special renal diet. In April we served 1,844 meals, and our average was 97 meals a day.
- The Transportation Program's KOI is to meet qualifying ride requests 100% of the time. In April, there were 431 scheduled 1-way trips, 46 were cancelled and 6 trips were nc/ns leaving 379 trips for the Driver Escort Program. The Veteran's Van provided 47 one-way trips.
- Our Dementia Care Specialist is still on leave, but we were able to hire 2 part time emergency staff, Sue Konkell who was our first DCS and Sue Torum. We are moving ahead with projects. On June 27th and 28th, Sue Konkell will provide Dementia Crisis Response Training. We are targeting 100 responders.

11. DISCUSSION AND POSSIBLE ACTION ON NEW PROFESSIONAL SERVICE CONTRACTS (RESPITE)

Ms. Cauley reported that Rainbow Hospice Care will be a new respite provider.

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

Mr. McKenzie seconded.

Motion passed unanimously.

12. DISCUSSION AND POSSIBLE ACTION ON THE ELIMINATION OF THE CHILDREN'S LONG TERM SUPPORT WAITING LIST

As discussed last month, the Governor's Budget proposal is recommending the elimination of the waiting list for long-term supports for all children with developmental disabilities, physical disabilities or severe emotional disturbances. It also recommends implementing reforms to increase efficiency of service delivery and to develop an equitable funding methodology to ensure county funding remains within the program. Ms. Cauley reported that WCHSA passed a general motion to approve this. There is also support from the Joint Finance committee.

Mr. Tietz made a motion to support the elimination of the children's long-term support waiting list.

Mr. Schultz seconded.

Motion passed unanimously.

13. DISCUSSION AND POSSIBLE ACTION ON NEW BILLING RATE FOR NURSE PRESCRIBER

Ms. Cauley reported that our nurse practitioner has been working with Dr Haggart in the clinic. She is now able to bill Medicaid so we have to set a rate for her services as highlighted in the 2017 Billing/Charge Rates sheet. (attached)

Mr. Jones made a motion to approve the new billing rate as presented.

Mr. Kutz seconded.

Motion passed unanimously.

14. DISCUSSION AND POSSIBLE ACTION ON PROCLAMATION FOR MAY AS NATIONAL FOSTER CARE MONTH

Ms. Cauley reported that we have many dedicated Foster Care Parents. We held a banquet in their honor and would like the board to support this proclamation for all they do.

Mr. Jones made a motion to proclaim May as National Foster Care Month

Ms. Crouse seconded.

Motion passed unanimously.

15. REVIEW THE HUMAN SERVICES 2016 ANNUAL REPORT

Ms. Cauley presented our 2016 annual report. Each Manager spoke about his/her Division.

16. DIRECTOR'S REPORT

Ms. Cauley reported on the following items:

- The state budget hearings are going on and there may be changes to Chapter 51.
- Chapter 980 applies to people who are sexually violent offenders. Once these individuals are released from prison and treatment, counties are required to assist in finding them housing. We received notice that three individuals will be residing in Jefferson County who are from other counties. This is concerning to us and we will monitor.

17. DISCUSS UPDATES FROM WISCONSIN COUNTY HUMAN SERVICES ASSOCIATION

Ms. Cauley reported on the following items:

- The WCHSA Spring Conference was very good.
- The Northeast Region created a partnership with UW-Green Bay for Behavioral Health training. They are willing to expand to other areas, so the Behavioral Health PAC made a motion for WCHSA to poll counties for interest in joining. We would then potentially have a standard crisis-training program across the state, which would be paid by the state.

18. DISCUSS POTENTIAL AGENDA ITEMS FOR MAY BOARD MEETING

No specific items discussed

19. ADJOURN

Mr. Tietz made a motion to adjourn the meeting.

Mr. Jones seconded.

Motion passed unanimously.

Meeting adjourned at 10:50 a.m.

Respectfully submitted by Donna Hollinger

NEXT BOARD MEETING

Tuesday, June 13, 2017 at 4:00 p.m.

Public Hearing at 5:00 p.m.

Tuesday, July 11, 2017 at 8:30 a.m.

Workforce Development Center, Room 103

874 Collins Road, Jefferson, WI 53549

Financial Statement Summary

April, 2017

We are projecting a positive year-end fund balance of \$35,349. This includes our carryover from 2016 but excludes any prepaid adjustments. Projections this early in the year are very volatile and subject to change.

Summary of Variances:

Revenue: Overall, revenues are projected to be unfavorable by \$2,101,726. Last month, this projection was \$1,308,073. The change from last month to this month is due to fewer CLTS claims and lower than anticipated billings. We ended 2016 with an unfavorable balance of \$925,005.

- As has been the case, CLTS revenue is driving this unfavorable balance. We are projecting CLTS revenue to be under budget by \$1,374,137. Conversely, we are projecting CLTS expenses to be under budget by \$1,362,965. While we have been working on a plan to ensure more CLTS expenses are incurred and more CLTS revenues are claimed during 2017, recent staffing issues have limited the implementation of this plan.
- CCS revenues are projected to be under budget by \$435,107. Conversely, CCS expenses are projected to be under budgeted by \$328,000. A comparison of CCS revenue for the past few years is below.

2015 Revenue	2016 Revenue	2017 Projected Revenue	2017 Budgeted Revenue
1,084,926	1,275,015	1,401,962	1,837,069

Several factors, including unpaid leave, staff vacancies, clients without MA, and staff trainings and consultations are contributing to this variance. As more expenses are incurred, more revenue will be claimed.

Expenditures: Overall, expenses are projected to be favorable by \$2,137,076. Last month, this projection was \$1,357,056. The change from last month to this month is due to fewer CLTS claims and more unpaid staff leave. We ended 2016 with a favorable balance of \$1,313,161. The favorable projection in 2017 is primarily due to underspending of the following programs by the following projected amounts: CLTS waiver of \$1,362,965; salary & fringes of \$740,129; CCS of \$328,000; and hospitals of \$283,905.

Major Classifications Impacting the Balance

- **Salary expenses are projected to be under budget by \$470,623:** Salaries were under budget by \$159,485 in 2016. Unpaid time taken in early 2017 is contributing to this variance. Additionally, some other expenses – such as step increases, the COLA, positions budgeted for mid-year, and payouts due to retirements – show up later in the year.

- **Fringes and benefit expenses are projected to be under budget by \$269,507:** Fringes were under budget by \$223,167 in 2016. Fringes would correlate with salaries. Health insurance expenses are projected to be under budget by \$248,631.
- **Children Alternate Care expenses are projected to be over budget by \$181,322*:** Children Alternate Care (includes Alternate Care, Child Caring Institutions, Detentions, and Shelter Care) was under budget by \$28,613 in 2016. A comparison of costs incurred is below:

	2017	2016
April	\$205,406	\$138,473
Monthly Average	\$213,062	\$176,235
YTD Total (through April)	\$852,249	\$668,426

* = This budgeted analysis does not include our carryover of \$267,180 from 2016.

- **Children's Waiver expenses are projected to be under budget by \$638,278:** We are working on reviewing spending that has been planned if funds can be reallocated to other clients in the program or to add clients to the program. We have not been able to reallocate funds as quickly due to staffing issues. Moreover, our 2017 budget includes \$337,775 of State match expenses, but we are projecting to spend our match with Children's COP funds.
- **Hospital/Detox is projected to be under budget by \$485,369 (Net basis):**

	Budget	Actual	Projection
Revenue	\$321,591	\$259,729	\$523,055
Expenditures	\$1,314,353	\$248,068	\$1,030,448
Net	\$(992,762)	\$11,661	\$(507,393)

We ended 2016 with a net balance of \$(898,905). The improved 2017 projection is due to reduced hospitalizations and a large collection in March 2017 for numerous prior months.

- **Operating Costs are projected to be under budget by \$214,494:** Operating costs were under budget by \$418,979 in 2016.
- **Other Contracted costs are projected to be over budget by \$29,035:** These costs were under budget by \$319,816 in 2016. The change in position this year is due to increased costs in the 1915i Program, which are projected to be over budget by \$105,674 in 2017. Offsetting this are Miscellaneous Services, which are projected to be under budget by \$82,714.
- **Community Care costs are projected to be over budget by \$244,938:** These costs were over budget \$115,217 in 2016.

BEHAVIOR HEALTH DIVISION: Projected favorable balance of \$2,294.

In March of 2017, we received a credit for Winnebago/Mendota of \$206,401. In April of 2017, we received a charge for Winnebago/Mendota of \$80,197.

CHILDREN & FAMILY DIVISION: Projected unfavorable balance of \$156,878. This is due to the high cost of alternate care placements, which were \$205,406 in April.

ECONOMIC SUPPORT DIVISION: Projected favorable balance of \$170,819, because of enhanced income maintenance funding that we collected in February 2017.

AGING & ADRC DIVISION: Projected unfavorable balance of \$7,264.

ADMINISTRATIVE DIVISION: Projected favorable balance of \$26,378.

Statements are unaudited.

JEFFERSON COUNTY HUMAN SERVICES DEPARTMENT

STATEMENT OF REVENUES & EXPENDITURES

Projection based on April 2017 - Financial Statements

SUMMARY

	Y-T-D @ Ledgers	Adjust -ments	Y-T-D Projection	Prior Y-T-D Projection	Prorated Budget	Year End Projection	2016 Budget	Year End Variance
Federal/State Operating Revenues	2,230,903	2,365,570	4,596,473	4,363,363	5,126,425	13,277,550	15,379,276	(2,101,726)
County Funding for Operations (tax levy & transfer in)	3,181,768	0	3,181,768	3,072,146	2,953,366	8,860,097	8,860,097	0
less: Prepaid Expense Transfer	0	0	0	0	0	0	0	0
Total Resources Available	5,412,671	2,365,570	7,778,241	7,435,509	8,079,791	22,137,647	24,239,373	(2,101,726)
Total Adjusted Expenditures	6,598,668	953,398	7,552,066	6,729,554	8,213,366	22,503,127	24,640,203	2,137,076
OPERATING SURPLUS (DEFICIT)	(1,185,997)	1,412,172	226,175	705,955	(133,575)	(365,481)	(400,830)	35,349
Balance Forward from 2016-Balance Sheet Operating Reserve	400,830		400,830	744,772		400,830	400,830	0
NET SURPLUS (DEFICIT)	(785,167)	1,412,172	627,005	1,450,727	(133,575)	35,349	(0)	35,349

REVENUES

STATE & FEDERAL FUNDING

MH & AODA Basic County Allocation	422,339	228,984	651,323	651,949	651,949	1,953,969	1,955,848	(1,879)
Children's Basic County Allocation	230,496	69,784	300,280	298,400	290,993	900,841	872,979	27,862
Family Care County Contribution	0	0	0	0	0	0	0	0
Children's LT Support Waivers	2,319	230,049	232,368	(51,158)	536,711	697,103	1,610,132	(913,029)
Behavioral Health Programs	14,861	62,818	77,679	78,881	81,345	216,768	244,036	(27,268)
Community Options Program	0	71,542	71,542	72,706	72,706	214,626	218,118	(3,492)
Aging & Disability Res Center	69,100	217,306	286,406	298,733	291,354	859,217	874,063	(14,846)
Aging/Transportation Programs	187,778	34,900	222,678	208,653	219,565	668,034	658,696	9,338
Project YES!	30,697	36,393	67,090	121,792	109,438	201,269	328,314	(127,045)
Youth Aids	306,022	(82,049)	223,973	211,861	231,766	671,919	695,298	(23,379)
IV-E TPR	4,441	11,065	15,505	12,411	20,054	46,516	60,163	(13,647)
Family Support Program	0	0	0	0	0	0	0	0
Children & Families	51,402	(31,724)	19,678	23,871	20,029	59,034	60,086	(1,052)
ARRA Birth to Three	0	0	0	0	0	0	0	0
I.M. & W-2 Programs	124,909	414,429	539,338	489,701	531,053	1,618,015	1,593,160	24,855
Client Assistance Payments	47,219	67,358	114,577	97,868	101,213	343,732	303,639	40,093
Early Intervention	69,947	(13,519)	56,428	55,188	55,188	169,284	165,564	3,720
Total State & Federal Funding	1,561,530	1,317,335	2,878,865	2,570,856	3,213,365	8,620,328	9,640,096	(1,023,488)

COLLECTIONS & OTHER REVENUE

Provided Services	227,637	805,709	1,033,346	1,094,024	1,290,682	3,099,994	3,872,046	(772,052)
Child Alternate Care	31,160	0	31,160	26,832	46,605	93,480	139,814	(46,334)
Adult Alternate Care	68,714	0	68,714	83,347	80,293	206,143	240,878	(34,735)

	Y-T-D @ Ledgers	Adjust -ments	Y-T-D Projection	Prior Y-T-D Projection	Prorated Budget	Year End Projection	2016 Budget	Year End Variance
Children's LT Support	23,107	66,230	89,337	376,634	243,040	268,011	729,119	(461,108)
1915i Program	264	49,868	50,132	33,563	51,629	149,981	154,887	(4,906)
Donations	6,348	7,991	14,339	25,052	26,351	49,651	79,054	(29,403)
Cost Reimbursements	30,119	5,312	35,432	37,058	55,070	103,593	165,211	(61,618)
Other Revenues	282,024	113,125	395,149	115,997	119,390	686,370	358,171	328,199
Total Collections & Other	669,373	1,048,235	1,717,608	1,792,507	1,913,060	4,657,222	5,739,180	(1,081,958)

TOTAL REVENUES

EXPENDITURES

WAGES

Behavioral Health	487,183	0	487,183	465,337	449,291	1,462,909	1,347,874	115,035
Children's & Families	607,729	10,000	617,729	599,851	628,231	1,854,182	1,884,796	(30,614)
Community Support	266,627	6,000	272,627	249,507	280,952	817,880	842,855	(24,975)
Comp Comm Services	228,306	17,500	245,806	183,899	292,497	737,417	877,491	(140,074)
Economic Support	348,360	5,000	353,360	352,566	374,304	1,060,080	1,122,911	(62,831)
Aging & Disability Res Center	151,613	0	151,613	170,172	142,718	454,838	428,153	26,685
Aging/Transportation Programs	132,219	0	132,219	149,969	140,521	396,656	421,562	(24,906)
Childrens LT Support	54,128	0	54,128	54,846	61,835	162,384	185,504	(23,120)
Early Intervention	100,987	0	100,987	100,241	104,561	302,961	313,682	(10,721)
Management/Overhead	314,201	20,000	334,201	352,530	424,903	1,002,602	1,274,710	(272,108)
Lueder Haus	91,814	1,500	93,314	86,649	93,545	279,941	280,635	(694)
Safe & Stable Families	70,032	0	70,032	74,079	77,465	210,095	232,396	(22,301)
Supported Emplmnt	0	0	0	0	0	0	0	0
Total Wages	2,853,197	60,000	2,913,197	2,839,646	3,070,822	8,741,946	9,212,569	(470,623)

FRINGE BENEFITS

Social Security	211,674	0	211,674	202,620	231,365	635,021	694,094	(59,073)
Retirement	189,607	0	189,607	176,050	205,511	568,820	616,533	(47,713)
Health Insurance	791,044	10,000	801,044	766,836	883,921	2,403,131	2,651,762	(248,631)
Other Fringe Benefits	70,424	0	70,424	32,996	19,038	143,023	57,113	85,910
Total Fringe Benefits	1,262,748	10,000	1,272,748	1,178,501	1,339,834	3,749,995	4,019,502	(269,507)

OPERATING COSTS

Staff Training	13,397	0	13,397	24,934	18,669	39,921	56,008	(16,087)
Space Costs	53,892	0	53,892	58,168	65,002	161,677	195,006	(33,329)
Supplies & Services	330,555	22,167	352,722	288,378	357,808	1,058,165	1,073,424	(15,259)
Program Expenses	42,552	0	42,552	44,298	60,587	127,657	181,762	(54,105)
Employee Travel	45,478	0	45,478	45,006	55,373	136,269	166,119	(29,850)
Staff Psychiatrists & Nurse	139,851	0	139,851	137,422	144,833	419,553	434,500	(14,947)
Birth to 3 Program Costs	62,619	14,000	76,619	72,690	84,357	229,857	253,071	(23,214)
Busy Bees Preschool	1,040	0	1,040	597	968	3,121	2,904	217
ARRA Birth to Three	0	0	0	0	0	0	0	0
Opp. Inc. Payroll Services	0	0	0	0	0	0	0	0
Other Operating Costs	1,563	0	1,563	33,020	14,601	4,687	43,803	(39,116)
Year End Allocations	(9,495)	20,395	10,900	(9,313)	(146)	32,701	(439)	33,140

Capital Outlay

Total Operating Costs

BOARD MEMBERS

Per Diems	1,430	0	1,430	1,485	2,333	4,290	7,000	(2,710)
Travel	82	0	82	0	0	246	0	246
Training	0	0	0	0	250	0	750	(750)
Aging Committee	0	0	0	0	0	0	0	0
Total Board Members	1,512	0	1,512	1,485	2,583	4,536	7,750	(3,214)

CLIENT ASSISTANCE

W-2 Benefit Payments	0	0	0	0	0	0	0	0
Funeral & Burial	0	0	0	0	0	0	0	0
Medical Asst. Transportation	0	0	0	0	0	0	0	0
Energy Assistance	61,225	0	61,225	38,724	52,213	183,675	156,639	27,036
Kinship & Other Client Assistance	24,346	0	24,346	29,293	29,246	73,038	87,738	(14,700)
Total Client Assistance	85,571	0	85,571	68,016	81,459	256,713	244,377	12,336

MEDICAL ASSISTANCE WAIVERS

Childrens LTS	35,592	211,576	247,168	(11,047)	701,490	741,504	2,104,469	(1,362,965)
Total Medical Assistance Waivers	35,592	211,576	247,168	(11,047)	701,490	741,504	2,104,469	(1,362,965)

COMMUNITY CARE

Supportive Home Care	9,458	0	9,458	12,801	9,295	28,375	27,884	491
Guardianship Services	8,000	0	8,000	8,684	10,667	24,000	32,000	(8,000)
People Ag. Domestic Abuse	0	20,000	20,000	20,000	20,000	60,000	60,000	0
Family Support	0	0	0	0	0	0	0	0
Transportation Services	10,319	0	10,319	9,713	16,897	30,957	50,691	(19,734)
Opp. Inc. Delinquency Programs	3,775	0	3,775	8,008	10,677	11,325	32,031	(20,706)
Opp. Inc. Independent Living	0	0	0	0	0	0	0	0
Other Community Care	113,529	88,434	201,963	103,500	125,980	660,208	377,940	282,267
Elderly Nutrition - Congregate	18,548	0	18,548	18,685	15,119	55,645	45,357	10,288
Elderly Nutrition - Home Delivered	29,272	0	29,272	30,814	23,927	87,816	71,781	16,035
Elderly Nutrition - Other Costs	2,065	0	2,065	5,155	7,300	6,196	21,900	(15,704)
Total Community Care	194,967	108,434	303,401	217,360	239,861	964,522	719,584	244,938

CHILD ALTERNATE CARE

Foster Care & Treatment Foster	293,455	0	293,455	281,936	376,015	904,365	1,128,045	(223,680)
Intensive Comm Prog	0	0	0	0	0	0	0	0
Group Home & Placing Agency	211,775	0	211,775	177,135	187,314	635,326	561,942	73,384
L.S.S. Child Welfare	0	0	0	0	0	0	0	0
Child Caring Institutions	312,271	0	312,271	188,553	147,978	828,672	443,934	384,738
Detention Centers	2,160	0	2,160	3,680	14,000	6,480	42,000	(35,520)
Correctional Facilities	0	0	0	0	0	0	0	0

Shelter & Other Care
Total Child Alternate Care

HOSPITALS

Detoxification Services
Mental Health Institutes
Other Inpatient Care

Total Hospitals

OTHER CONTRACTED

Adult Alternate Care (Non-MAW)
Family Care County Contribution
AODA Halfway Houses
1915i Program
IV-E TPR

Emergency Mental Health
Work/Day Programs
Ancillary Medical Costs
Miscellaneous Services
Prior Year Costs
Clearview Commission

Total Other Contracted

TOTAL EXPENDITURES

	Y-T-D @ Ledgers	Adjust -ments	Y-T-D Projection	Prior Y-T-D Projection	Prorated Budget	Year End Projection	2016 Budget	Year End Variance
	15,300	14,000	29,300	26,769	35,167	87,900	105,500	(17,600)
	834,961	14,000	848,961	678,073	760,474	2,462,743	2,281,421	181,322
	66,413	0	66,413	53,112	50,000	199,239	150,000	49,239
	64,838	80,197	145,035	240,433	388,118	831,209	1,164,353	(333,144)
	0	0	0	0	0	0	0	0
	131,251	80,197	211,448	293,545	438,118	1,030,448	1,314,353	(283,905)
	114,836	0	114,836	96,626	89,186	344,509	267,557	76,952
	0	208,366	208,366	208,366	208,366	625,097	625,097	0
	0	0	0	0	0	0	0	0
	154,111	13,476	167,587	150,594	132,362	502,760	397,086	105,674
	40,802	0	40,802	31,824	50,000	122,406	150,000	(27,594)
	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0
	71,973	0	71,973	60,251	76,400	215,918	229,200	(13,282)
	41,436	20,333	61,769	63,415	89,341	185,308	268,022	(82,714)
	0	0	0	0	0	0	0	0
	0	0	0	0	10,000	0	30,000	(30,000)
	423,157	242,175	665,332	611,076	655,654	1,995,997	1,966,962	29,035
	6,598,668	953,398	7,552,066	6,729,554	8,213,366	22,503,127	24,640,203	(2,137,076)

JEFFERSON COUNTY HUMAN SERVICES DEPARTMENT State of Program

Projection based on April 2017 Revenue & Expenditures Financial Statement

Summary Sheet

Program	Annual Projection		Tax Levy	Budget		Variance
	Revenue	Expenditure		Revenue	Expenditure	
Behavior Health						() Unfavorable
5000 BASIC ALLOCATION	3,284,971	4,095,775	810,804	3,271,377	4,529,696	1,258,319
5003 LUEDERHAUS	131,191	521,852	390,660	137,000	514,032	377,032
5007 EMERGENCY MENTAL HEALTH	50,744	826,199	775,455	106,000	822,820	716,820
5011 MENTAL HEALTH BLOCK	26,128	35,558	9,430	26,128	26,230	102
5025 COMMUNITY SUPPORT PROGRAM	762,438	1,532,125	769,687	760,039	1,545,707	785,668
5027 COMP COMM SERVICE	1,401,962	1,430,487	28,525	1,837,069	1,758,487	(78,582)
5031 AODA BLOCK GRANT	110,799	245,736	134,937	109,299	155,833	46,534
5063 1915i PROGRAM	223,188	502,971	279,784	252,496	397,086	144,590
5090 YOUTH EMPOWERMENT SOLUTIONS	201,269	289,856	88,587	328,314	359,860	31,546
Total	6,200,823	9,480,558	3,279,735	6,827,722	10,109,751	3,282,029

Children & Families

5001 CHILDREN'S BASIC ALLOCATION	1,093,349	2,683,670	1,590,321	1,117,171	2,920,525	1,803,354	213,033
5002 KINSHIP CARE	81,851	72,888	(8,963)	84,877	84,877	0	8,963
5005 YOUTH AIDS	700,417	1,976,959	1,276,542	728,739	1,750,555	1,021,816	(254,726)
5006 YOUTH AIDS STATE CHARGES	0	0	0	0	0	0	0
5008 YOUTH INDEPENDENT LIVING	0	0	0	0	3,570	3,570	3,570
5009 YA EARLY & INTENSIVE INT	21,823	147,328	125,505	43,979	150,781	106,802	(18,703)
5121 CHILDRENS COP PROG	214,626	214,626	0	218,118	0	(218,118)	(218,118)
5020 DOMESTIC ABUSE	0	60,000	60,000	0	60,000	60,000	0
5021 SAFE & STABLE FAMILIES	99,930	380,400	280,470	107,586	426,368	318,782	38,312
5036 SACWIS	0	0	0	3,000	10,000	7,000	7,000
5040 CHILDRENS LTS WAIV-DD	649,021	814,143	165,122	1,570,371	1,694,044	123,673	(41,449)
5041 CHILDRENS LTS WAIV-MH	0	82	82	0	0	0	(82)
5042 CHILDRENS LTS WAIV-PD	0	136	136	0	0	0	(136)
5068 FOSTER PARENT TRAINING	0	1,853	1,853	2,000	8,348	6,348	4,495
5070 IV-E TPR	46,516	122,412	75,895	60,163	150,000	89,837	13,942
5080 YOUTH DELINQUENCY INTAKE	0	852,809	852,809	0	867,246	867,246	14,437
5082 AUTISM	316,093	301,539	(14,554)	768,880	769,381	501	15,055
5175 EARLY INTERVENTION	200,016	717,774	517,759	203,564	744,040	540,476	22,717
5105 KINSHIP ASSESSMENTS	116	4,068	3,952	6,916	9,450	2,534	(1,418)
5120 Coordinated Services Team	78,206	73,853	(4,353)	62,123	88,190	26,067	30,420
5188 BUSY BEES PRESCHOOL	5,850	56,928	51,078	4,000	55,930	51,930	852
5189 INCREDIBLE YEARS	300	10,893	10,593	0	15,551	15,551	4,958
Total	3,508,114	8,492,361	4,984,247	4,981,487	9,808,856	4,827,369	(156,878)

JEFFERSON COUNTY HUMAN SERVICES DEPARTMENT State of Program

Projection based on April 2017 Revenue & Expenditures Financial Statement

Summary Sheet

Summary Sheet		Annual Projection		Budget		() Unfavorable	
Program	Revenue	Expenditure	Tax Levy	Revenue	Expenditure	Tax Levy	Variance
Economic Support Division							
5051 INCOME MAINTENANCE	1,440,347	1,993,463	553,116	1,446,038	1,956,887	510,849	(42,267)
5053 CHILD DAY CARE ADMIN	203,718	0	(203,718)	171,886	171,886	0	203,718
5055 W-2 PROGRAM	0	0	0	0	0	0	0
5057 ENERGY PROGRAM	183,675	183,675	0	156,639	156,639	0	0
5071 CHILDREN FIRST	4,000	0	(4,000)	4,800	0	(4,800)	(800)
5073 FSET	6,468	0	(6,468)	0	0	0	6,468
5100 CLIENT ASSISTANCE	3,700	0	(3,700)	0	0	0	3,700
Total	1,841,909	2,177,138	335,230	1,779,363	2,285,412	506,049	170,819
Aging Division & ADRC							
5012 ALZHEIMERS FAM SUPP	33,053	28,132	(4,921)	19,009	19,010	1	4,922
5048 AGING/DISABIL RESOURCE	859,217	814,869	(44,348)	874,063	730,658	(143,405)	(99,057)
5075 GUARDIANSHIP PROGRAM	0	24,000	24,000	0	32,000	32,000	8,000
5076 STATE BENEFIT SERVICES	43,767	97,739	53,972	45,882	143,589	97,707	43,735
5077 ADULT PROTECTIVE SERVICES	56,827	102,998	46,171	56,827	103,360	46,533	362
5078 NSIP	17,998	25,767	7,769	17,955	17,955	0	(7,769)
5151 TRANSPORTATION	230,142	221,755	(8,387)	223,506	230,959	7,453	15,840
5152 IN-HOME SERVICE III-D	4,271	6,000	1,729	4,271	6,000	1,729	0
5154 SITE MEALS	171,160	126,067	(45,093)	175,221	152,333	(22,888)	22,205
5155 DELIVERED MEALS	88,993	144,724	55,731	105,403	141,074	35,671	(20,060)
5157 SCSP	7,986	0	(7,986)	7,986	8,874	888	8,874
5158 ELDER ABUSE	25,025	99,572	74,547	25,025	81,007	55,982	(18,565)
5159 III-B SUPPORTIVE SERVICE	66,606	61,252	(5,354)	66,706	79,909	13,203	18,557
5163 TITLE III-E	29,940	24,228	(5,712)	29,940	39,920	9,980	15,692
Total	1,634,985	1,777,103	142,118	1,651,794	1,786,648	134,854	(7,264)

JEFFERSON COUNTY HUMAN SERVICES DEPARTMENT State of Program

Projection based on April 2017 Revenue & Expenditures Financial Statement

Summary Sheet	Program	Annual Projection		Tax Levy	Budget		Variance
		Revenue	Expenditure		Revenue	Expenditure Tax Levy	
	Administrative Services Division						
	5187 UNFUNDED SERVICES						
	5190 Management	6,050	33,159	27,109	0	52,432	25,323
	5190 Management Cleared		67,500	67,500		778,388	710,888
	5195 Vehicle Escrow Account		0	0		(778,389)	(778,389)
	5200 Overhead & Tax Levy	302	0	(302)	0	65,137	65,439
	5200 Overhead Cleared	8,945,465	134,194	(8,811,271)	8,999,007	(8,830,097)	(18,826)
	5210 CAPITAL OUTLAY		0	0		0	0
	Balance Sheet Non Lapsing Funds	400,830	341,114	341,114	400,830	363,058	21,944
				(400,830)		(400,830)	0
Total	Administrative Services Division	9,352,646	575,967	(8,776,679)	9,399,837	649,536	26,378
GRAND Total		22,538,477	22,503,127	(35,349)	24,640,203	24,640,203	35,349
Net Balance						0	

Note: Variance includes Non-Lapsing from Balance Sheet

Children - Alternate Care Costs

Type of Placement	# of Children	# of Days	Cost	Cost per Day	Cost Per Child
January-17					
Foster Care	56	1,555	\$73,498	\$47	\$1,312
Foster Care Special	0	0	\$0	\$0	\$0
Foster Home Level - 1	0	0	\$0	\$0	\$0
Group Home	6	186	\$47,904	\$258	\$7,984
Kinship Care	26	779	\$5,830	\$7	\$224
Subsidized Guardianship	14	434	\$4,119	\$9	\$294
Supervised Independent Living	1	31	\$650	\$21	\$650
RCC's	6	186	\$73,035	\$393	\$12,172
RCC's - Out of State	1	31	\$17,050	\$550	\$17,050
Total January 2017	110	3202	\$ 222,086	\$69	\$2,019
2017 YTD Avg. per Month					
			\$222,086		
			\$209,409		
February-17					
Foster Care	58	1,418	\$75,975	\$54	\$1,310
Foster Care Special	0	0	\$0	\$0	\$0
Foster Home Level - 1	0	0	\$0	\$0	\$0
Group Home	7	152	\$39,998	\$263	\$5,714
Kinship Care	25	700	\$5,800	\$8	\$232
Subsidized Guardianship	14	392	\$4,119	\$11	\$294
Supervised Independent Living	1	28	\$525	\$19	\$525
RCC's	6	168	\$64,896	\$386	\$10,816
RCC's - Out of State	1	28	\$15,400	\$550	\$15,400
Total February 2017	112	2886	\$206,713	\$72	\$1,846
2017 YTD Avg. per Month					
			\$214,400		
			\$199,624		
March-17					
Foster Care	56	1,518	\$81,625	\$54	\$1,458
Foster Care Special	0	0	\$0	\$0	\$0
Foster Home Level - 1	0	0	\$0	\$0	\$0
Group Home	6	186	\$47,921	\$258	\$7,987
Kinship Care	26	794	\$5,942	\$7	\$229
Subsidized Guardianship	14	434	\$4,119	\$9	\$294
Supervised Independent Living	1	31	\$525	\$17	\$525
RCC's	6	157	\$60,862	\$388	\$10,144
RCC's - Out of State	1	31	\$17,050	\$550	\$17,050
Total March 2017	110	3151	\$218,044	\$69	\$1,982
2017 YTD Avg. per Month					
			\$215,614		
			\$183,317		
2016 YTD Avg. per Month (thru March 2016)					

Children - Alternate Care Costs

Type of Placement		# of Children	# of Days	Cost	Cost per Day	Cost Per Child
April-17						
Foster Care		52	1,493	\$85,268	\$57	\$1,640
Foster Care Special		0	0	\$0	\$0	\$0
Foster Home Level - 1		0	0	\$0	\$0	\$0
Group Home		6	180	\$45,120	\$251	\$7,520
Kinship Care		29	829	\$6,471	\$8	\$223
Subsidized Guardianship		14	420	\$4,119	\$10	\$294
Supervised Independ Living		1	30	\$450	\$15	\$450
RCC's		5	150	\$57,928	\$386	\$11,586
RCC's - Out of State		1	11	\$6,050	\$550	\$6,050
Total April 2017		108	3113	\$205,406	\$66	\$1,902
		2016 YTD Avg. per Month	2017 YTD Avg. per Month	\$213,062		
		2016 YTD Avg. per Month (thru April 2016)		\$172,106		
			Projected 2017 Cost	\$2,556,746		
			2017 Budget	\$2,281,421		
			Carryover from 2016	\$267,180		
			Total 2017	\$2,548,601		

Detox/AODA CBRF
Jefferson County - HSD

Detox Facility	Clients *	Comments	Billed YTD **	Days **
Tellurian Community	51	April 2017	\$36,519	78
Matt Talbot Recovery	0	April 2017	\$0	0
Lutheran Social Services	0	April 2017	\$0	0
Hope Haven - Reb	12	April 2017	\$55,425	323
Friends of Women	1	April 2017	\$13,175	85
Meta House, Inc	0	April 2017	\$0	0
All - February 2017	64	2017 total through April	\$105,119	486
All - April 2016	45	2016 total through April	\$58,349	346

* Count is based on Unduplicated Clients.

** Count is based on bills paid through May with a service date in Comments column.

Estimated Additional Costs

Facility Type	Clients	Cost
Detox - May	12	\$5,424
AODA - May	7	\$14,695

Total Estimated Costs Thru May 2017 \$125,238
Total Costs Through May 2016 \$76,041

POLICY STATEMENT FOR FUNDING REQUESTS MADE TO THE HUMAN SERVICES BOARD

Each year the Jefferson County Human services Board must plan, review and recommend an annual budget to the County Administrator and County Board. As a part of this process a public hearing is held in order for the Board to consider funding requests and other concerns or suggestions.

The Human Services Board has adopted the following guidelines when considering funding requests:

- Organizations requesting funding must make an appearance before the Human Services Board at a Public Hearing or other designated time and provide their funding requests in written form prior to the Board's final Budget deliberations.
- Funding requests must clearly demonstrate that their programs or services offer benefit to the Human Service Department and coincide with the mission and purpose of the Department.
- All individuals served by program proposals must be Jefferson County residents.
- Organizations that are funded must be willing to cooperate and collaborate with the Human Service Department and accept guidance on the use of funds if deemed appropriate by the Human Services Board.
- Organizations that are funded will not rely on a County allocation as their total operational Budget.