

# JEFFERSON COUNTY HUMAN SERVICES

## Board Minutes

June 10, 2014

**Board Members Present:** Jim Mode, Richard Jones, Augie Tietz, Julie Merritt, John McKenzie, Jim Schultz and Russell Kutz

**Others Present:** Human Services Director Kathi Cauley; Administrative Services Manager Joan Daniel; Child & Family Manager Brent Ruehlow; Economic Support Manager Jill Johnson; Office Manager Donna Hollinger; County Administrator Ben Wehmeier, County Board Chairman Jim Schroeder and County Board Supervisor Kirk Lund.

**1. CALL TO ORDER**

Mr. Mode called the meeting to order at 4:00 p.m.

**2. ROLL CALL/ESTABLISHMENT OF QUORUM**

Quorum established

**3. CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW**

Ms. Cauley certified that we are in compliance.

**4. REVIEW OF THE JUNE 10, 2014 AGENDA**

No Changes

**5. CITIZEN COMMENT**

No Comments

**6. APPROVAL OF THE MAY 12, 2014 BOARD MINUTES**

Mr. Tietz made a motion to approve the May 12, 2014 board minutes.

Mr. Schultz seconded.

*Motion passed unanimously.*

**7. COMMUNICATIONS**

No communications

**8. REVIEW OF APRIL, 2014 FINANCIAL STATEMENT**

Ms. Daniel reviewed the April 2014 financial statements (attached) and said that there is a projected positive year-end fund balance of \$781,317. She presented the summary sheet 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. She also presented reports showing Commitment/Inpatient costs, Alternate Care Costs and Detox Costs (attached).

**9. REVIEW AND APPROVE MAY, 2014 FINANCIAL VOUCHERS**

Ms. Daniel reviewed the summary sheet of vouchers totaling \$451,491.85 (attached).

Mr. Jones made a motion to approve the May 2014 vouchers totaling \$451,491.85.

Mr. Schultz seconded.

*Motion passed unanimously.*

**10. CONSIDER BADGERCARE RESOLUTION**

County Board Supervisor Lund talked about the resolution that is similar to the one passed last year except this one asks that it be placed on the ballot. After much discussion, Mr. Tietz made a motion to table this until next month.

Mr. McKenzie seconded.

Motion passed unanimously.

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

**Child & Family Resources:**

Mr. Ruehlow reported on the following items:

- We were able to hire a new position for the Children's Long Term Support team and she is assessing 16 children who are on currently on the waiting list.
- Katie Schickowski, our new Foster Care Coordinator, is bringing the foster care parents together on a monthly basis to hear speakers and to discuss specific topics. She also held a recognition banquet with certificates and received 100% donations for the total cost.
- We had seven children from two families placed outside of the home, and were able to send one child home.

**Behavioral Health:**

Ms. Cauley reported on the following items:

- We continue to see Emergency Detentions rise for a total of 68 for the year which projects to 163 for the year. We also had 89 suicide calls.
- Regionalization for Comprehensive Community Services continues to move forward and is on tonight's county board agenda.
- We budgeted for two service facilitator positions for the CCS program, but due to the growth of the program, we need to change one of the positions to a CCS supervisor.
- We are following up on the Heroin Summit by doing outreach and meeting with stakeholders.

**Administration:**

Ms. Daniel reported on the following items:

- We have been busy with audits. We already received a positive response back from Social Security for our Protective Payee program.
- We are being audited for Medicare's Recovery Audit Contractor (RAC) program for payments from 2011.
- We implemented collecting co-payments to satisfy Medicaid, Medicare & Third party insurance guidelines.

- We will be working on the 2015 budget.

**Economic Support:**

Ms. Johnson reported on the following items:

- The child care staff received an award from DCF for outstanding achievement in meeting all the 2013 performance standards.
- We had a meeting with the Consortium and are beginning to cross-train among the counties. This will allow a broader team to have the ability to process something versus just one county knowing how to do it. We also have a contest for staff to come up with a logo for the Consortium.
- Fort Health Care contacted us to help at the fair to talk about applying for healthcare.gov and getting information out for the fall.
- Although school is ending, we are planning for the Ready Kids for School program, which was recently certified as a 501(c)3. Distribution will be held on August 16 at the fairgrounds.

**ADRC:**

Ms. Cauley reported for Ms. Torum on the following items:

- We hired Cathy Kehoe as the new Dementia Care Specialist who used to work for the state and is widely recognized as an expert in this area.
- We held an elder abuse meeting and had a great turnout, so it is raising awareness.
- We now have five dementia friendly communities.

**12. UPDATE ON NEW PROFESSIONAL CONTRACTS**

Ms. Cauley reported that we have two new contracts listed on the 2014 Provider Contracts sheet (attached).

Mr. Tietz made a motion to approve the new professional contracts.

Mr. Schultz seconded.

Motion passed unanimously.

**13. UPDATE ON THE SPRING WCHSA CONFERENCE**

Mr. Mode reported that Mr. McKenzie received an award at the conference. Everyone who attended said that it was very good and each talked about the highlights of the conference.

**14. UPDATES FROM WISCONSIN COUNTY HUMAN SERVICES ASSOCIATION**

Mr. Mode reported on the following items:

- Counties voted about the reorganization of WCHSA, specifically voting on if WCHSA should hire an Executive Director and downsize the Executive Committee. This passed 36 – 13. The next vote was regarding the funding for the Director. The option that passed will require that we pay \$3,000 annually.

**15. DISCUSS JUNE PUBLIC HEARING/REVIEW OF BOARD POLICIES**

The board policies were given to all members to review.

**16. PUBLIC HEARING FOR THE HUMAN SERVICES DEPARTMENT 2015 BUDGET**

**Watertown Area Cares Clinic**

**Carol Mertins, Director**

**Jill Nadeau, Fund Development**

**2014 Donation - \$10,000**

**2015 Request - \$10,000**

Ms. Mertins reported that the free clinic in Watertown has been open since 2008. They serve individuals who do not have insurance and have income less than 200% of the federal poverty guideline. She talked about the services they provide and distributed an annual report and a summary of statistics. (attached) They are requesting a donation of \$10,000.

**People Against Domestic & Sexual Abuse**

**Amy Venables O'Neil, Director**

**2014 Donation - \$50,000 + a one-time donation of \$15,000**

**2015 Request - \$60,000**

Ms. O'Neil thanked the board for its past support and distributed their annual report. (attached) She talked about their program and was happy to report that they are collaborating with FAMHS which has a sexual assault nurse examiner program. They would like to hire a part time individual who would be dedicated to educating in the schools. They are requesting a donation of \$60,000.

**Community Dental Clinic**

**Barb Gudgeon, Director**

**2014 Donation - \$7,500**

**2015 Request - \$7,500**

Ms. Gudgeon reported that the clinic started in May 2007 and that they serve patients with Medicaid or patients without insurance who are 200% or less above the poverty level. She talked about the services they provide and the costs of the clinic. They have two dentists and two hygienists and average between 47 – 53 patients a day. They are requesting a donation of \$7,500.

**17. SET NEXT MEETING DATE AND POTENTIAL AGENDA ITEMS**

The next meeting will be on Tuesday, July 8 at 8:30 a.m. The agenda should include the BadgerCare resolution, and appointments to the ADRC board.

**18. ADJOURN**

Mr. Schultz made a motion to adjourn the meeting.

Mr. Jones seconded.

*Motion passed unanimously.*

Meeting adjourned at 5:35 pm.

**Respectfully submitted by Donna Hollinger**

**NEXT BOARD MEETING**

Tuesday, July 8, 2014 at 8:30 a.m.

Workforce Development Center, Room 103

874 Collins Road, Jefferson, WI 53549