

JEFFERSON COUNTY HUMAN SERVICES

Board Minutes

APRIL 9, 2013

Board Members Present: Jim Mode, Pam Rogers, Richard Jones, Augie Tietz, John McKenzie, Julie Merritt, and Jim Schultz

Others Present: Human Services Director Kathi Cauley; Aging & Disability Resource Center Manager Sue Torum; Child & Family Division Manager Brent Ruehlow; Administrative Services Manager Joan Daniel; Economic Support Manager Jill Johnson; Office Manager Donna Hollinger; and County Board Chairman John Molinaro.

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

Compliance attained

4. REVIEW OF THE APRIL 9, 2013 AGENDA

No Changes

5. CITIZEN COMMENT

No Comments

6. APPROVAL OF THE, MARCH 12, 2013 BOARD MINUTES

Ms. Rogers made a motion to approve the March 12, 2013 board minutes.

Mr. Schultz seconded.

Motion passed unanimously.

7. COMMUNICATIONS

No Communications

8. REVIEW OF JANUARY 2013 FINANCIAL STATEMENT

Ms. Daniel reviewed the January 2013 financial statements (attached) and said that we have a positive fund balance of \$44,901. Ms. Daniel also presented the summary sheet and financial statements (attached) that detail revenue, expenses, tax levy and variance by program within each Division. Also included are reports showing Commitment and Alternate Care costs. (attached)

9. REVIEW AND APPROVE MARCH 2013 FINANCIAL VOUCHERS

Ms. Daniel reviewed the summary sheet of vouchers totaling \$490,239.59 (attached).

Mr. Jones made a motion to approve the March 2013 vouchers totaling \$490,239.59 as presented.

Ms. Rogers seconded.

Motion passed unanimously.

10. 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 found permanency for four more children.
- Datamart is a new state statistical program for Birth to Three programs, which captures data and run reports. We will be able to track much more efficiently moving forward.
- Busy Bee Preschool has 18 children enrolled, of which 11 are from the Birth to Three program. This is a setting where each therapy can be provided to the child and creates an opportunity to involve the parents.
- April is Child Abuse Prevention month. We are doing activities to bring awareness to the community such as being on the radio, having newspaper articles, attending the Children's Share & Care Fair in Fort and Watertown, and selling Blue Ribbon cookies.

Behavioral Health:

Ms. Cauley reported on the following items:

- The Substance Abuse Prevention Coalition meeting is going to be held on May 13 from 11:30 – 2:30 at the WDC. Dorothy Chaney, President of the WI Community Health Alliance, will be the guest speaker. Everyone is encouraged to attend.
- The Emergency Mental Health calls have increased by 120 calls compared to the first quarter of last year.
- Emergency Detentions are the same as last year.
- We have two Niatx projects in process right now, which is our quality improvement model. One project is to improve response time with the police department and the other is to increase revenue in the outpatient clinic.

Administration:

Ms. Daniel reported on the following items:

- The list of 2013 Provider Contracts (attached) has 14 new contracts. This list will be presented any time we get new contracts.

Ms. Rogers made a motion to approve the additional 2013 provider contracts.

Mr. Tietz seconded.

Motion passed unanimously.

- The 2012 reports have been submitted to the State
- The new PPS (program participation system), which replaced the old Human Services Reporting System, is done. The state commended us for reaching our goal. Ms. Cauley

added that this was a monumental feat and the MIS department was instrumental in helping us achieve this goal.

- We are beginning to work on the annual report
- Staff are submitting insurance claims for 2013.
- We are reviewing all of our programs to ensure compliance.

Economic Support:

Ms. Johnson reported on the following items:

- We interviewed applicants for the call center and are in the process of doing reference checks on an individual who had experience working for the state.
- Because performance standards are beginning in July, the Consortium started a Process Support Committee to make sure that data is accurate first.
- Staff attended the Share & Care Fair to promote child care programs.
- The moratorium on utilities ends on Monday, so individuals may start calling for money to pay for this service. This was part of the W2 program and was transferred to Forward Services. If someone comes to us for help, all we would have would be minimal funds from St. Vincent de Paul.
- We had 7237 households on assistance in March.
- The Call Center answered 6300 calls.
- We are reviving the WDC interagency meeting with all partnerships in the Center. This will help everyone be more knowledgeable about what everyone provides, making referrals easier.
- The state has hired 19 individuals to review the growing number of Food Share fraud allegations.

ADRC:

Ms. Torum reported on the following items:

- On 8/1/2013, the Southwest Family Care Alliance will start serving Jefferson County residents. It is a managed care organization like Care WI, but they will only offer the Family Care Program.
- I am developing an Advocacy PowerPoint Presentation and hope to begin offering it at Senior Centers soon. There are many legislative issues going on that affect seniors.
- I met with two representatives from Brown Cab who are working on a proposal to provide transportation across city limit lines. They are very interested in expanding their service. In our 2012 Transportation Program (attached), one statistic shows where people are calling from and where they are going. The rides to Jefferson are all for agency clients. The need in this area is great.
- I received a call from the Home Delivered Meals Coordinator in Fort Atkinson asking if she could purchase meals from our program located at the Senior Center. She said that participants are not satisfied with the quality of meals provided by the current provider. There are only eight meals a day being delivered in Fort Atkinson, which is extremely low considering the city's total population. A concern is that if the county agrees to provide people with meals through the Senior Center, it gives the appearance that this is a county program and some will wonder why congregate participants only have to donate, while others have to pay. Since meals would be packaged by paid county staff this makes it

even more complicated, plus, charging might violate federal rules. I told them that Watertown has a private home delivered meals program and Feil's Catering works with the hospital directly. This means that the county is carved out of the transaction entirely, which is preferable. In Fort Atkinson, there are so few meals, the caterer would not feel that it would be feasible. Mr. Molinaro pointed out that when we were asked by Watertown Hospital to take over the program, we declined and this policy should apply to Fort Atkinson as well, regardless of the number of meals served.

11. UPDATE ON STATE BUDGET AND RAMIFICATIONS OF CHANGES IN THE MEDICAID PURCHASE PLAN

Ms. Cauley said that there are two main issues regarding the changes in the state budget, which will take effect July 1. One is the regionalization of the Comprehensive Community Support program that was discussed last month, and the other is the Medicaid Purchase Plan (MAPP).

Currently individuals are eligible for MAPP if they receive Social Security disability benefits and are earning income, which can be in-kind income such as receiving a weekly meal for taking out a neighbor's trash. The proposed change says that to remain eligible, an individual will have to provide documentation proving that taxes are being withheld on their earned income, thereby eliminating in-kind income.

Human Services has over 300 consumers who receive MAPP, which pays for their CSP services. We have about 33 CSP consumers who could lose their MAPP eligibility and move to a deductible plan. This could cause them to have medical coverage for only a few months per year, or lose it completely. If CSP could not bill Medical Assistance for their services at a cost of \$500 per month, we could potentially lose \$180,000 in revenue. Ms. Cauley said that WCHSA agreed to put this on the agenda to discuss with our Legislators tomorrow during Capitol Days.

12. SAFE BABIES CONTRACT

Mr. Ruehlow reported that we have \$25,000 carryover funds from last year. We would like to use those funds to contract with the Safe Babies Healthy Families organization who provide comprehensive prenatal and parenting education, support and resources. The goal is to work with families who have children aged prenatal-5 break the cycle of abuse & neglect, and substance abuse. This is a proactive, case management program for pregnant mothers to ensure they go to their doctor appointments, have infant car seats, understand the dangers of co-sleeping, and other aspects of being a new parent.

We would have performance standards built into the contract, discuss joint treatment plans and meetings with the families, ensure timely verbal communication with our staff, and other requirements to meet the needs of our families.

Mr. Tietz asked how this will be sustained in the future. Mr. Ruehlow said that they have to discuss it with the Organization since the initial set up and infrastructure would already be completed. They plan on meeting with hospitals and clinics to help support them. This would also save money with out of home placements, which we will track. Ms. Cauley added that we

would save money in Alternate Care and we always apply to United Way for funding. This would also help reduce the load on our case managers.

Mr. Schultz made a motion to approve the \$25,000 contract with Safe Babies Healthy Families organization.

Mr. McKenzie seconded.

Motion passed unanimously.

13. 4 YEAR COMPARISON OF MILEAGE/VEHICLE EXPENSE

Mr. Daniel presented a report comparing mileage and vehicle expenses from 2009 through 2012. (attached) 2009 was the year that we established a policy about staff using company vehicles to save mileage money. As the report indicates, 2009 went from total expenses of \$291,421 down to \$227,234. Ms. Cauley added that this is an example of a quality improvement project that Human Services continually strives to do.

14. HUMAN SERVICES DAY AT THE CAPITOL APRIL 10, 2013

Ms. Cauley distributed an agenda for tomorrow's Human Services Day. We will have appointments beginning at 10:30 to meet with our Legislatures and then during lunch, the Secretaries from the DHS and DCF will speak. We will then have three more appointments in the afternoon. Ms Cauley disbursed a report (attached) about the issues that will be discussed including; Child Support, Family Care, FSET, Income Maintenance, Medical Assistance Purchase Plan, and Mental Health Funding.

15. UPDATE ON SPRING WCHSA CONFERENCE – MAY 8 – 10

Ms. Cauley discussed some of the topics during the conference. Jefferson County gets to send three people free since we are handling the registrations. Several board members will be attending.

16. UPDATE ON WISCONSIN COUNTY HUMAN SERVICES ASSOCIATION

Mr. Mode reported on the following items:

- WCHSA is considering an update of the WCHSA bylaws and may hire someone to be the director. This will eliminate the need for current officers to absorb the work.
- WCHSA reviewed the issues that will be discussed tomorrow at Human Services Days at the Capitol.
- WCHSA discussed Income Maintenance funding for the consortiums.
- We discussed the regionalization of CCS, and they voted against requiring it to become mandatory, but counties can regionalize if they choose.

17. SET NEXT MEETING DATE AND POTENTIAL AGENDA ITEMS

The next meeting will be on Tuesday, May 14.

The June meeting will be Tuesday, June 11 at 4:00 p.m., followed by the Public Hearing at 5:00 p.m.

18. ADJOURN

Mr. Jones made a motion to adjourn the meeting.

Mr. McKenzie seconded.

Motion passed unanimously.

Meeting adjourned at 10:10 a.m.

Respectfully submitted by Donna Hollinger

NEXT BOARD MEETING

Tuesday, May 14, 2013 at 8:30 a.m.

Workforce Development Center, Room 103

874 Collins Road, Jefferson, WI 53549