

JEFFERSON COUNTY HUMAN SERVICES
Board Minutes
September 10, 2013

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

Absent: Julie Merritt and Jim Schultz

Others Present: Human Services Director Kathi Cauley; Administrative Services Manager Joan Daniel; Aging & Disability Resource Center Manager Sue Torum; Child & Family Manager Brent Ruehlow; Office Manager Donna Hollinger; Human Services Maintenance Supervisor Terry Gard; County Administrator Ben Wehmeier, 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

Merritt, Schultz absent/Quorum established

3. CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW

Ms. Cauley certified that we are in compliance.

4. REVIEW OF THE SEPTEMBER 10, 2013 AGENDA

Items #13, 14 and 15 were moved to immediately follow agenda item #7.

5. CITIZEN COMMENT

No Comments

6. APPROVAL OF THE AUGUST 13, 2013 BOARD MINUTES

Mr. McKenzie made a motion to approve the August 13, 2013 board minutes.

Ms. Rogers seconded.

Motion passed unanimously.

7. COMMUNICATIONS

No communications

8. REVIEW OF JULY, 2013 FINANCIAL STATEMENT

Ms. Daniel reviewed the July 2013 financial statements (attached) and said that there is a projected positive year-end fund balance of \$162,555. This includes the new Economic Support Staff. Ms. Daniel also 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 Alternate Care and Commitment costs (attached).

9. REVIEW AND APPROVE AUGUST 2013 FINANCIAL VOUCHERS

Ms. Daniel reviewed the summary sheet of vouchers totaling \$517,838.04 (attached).

Mr. Jones made a motion to approve the August 2013 vouchers totaling \$517,838.04.

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:

- The State Division of Safety and Permanency are here this week to do a comprehensive Quality Services Review of our CHIPS team. They will be reviewing 12 ongoing cases and comparing them to standards, statutes and protocol. They will also be meeting with families, staff and outside stakeholders. At the end of the week we will meet with them to get a preliminary update on how we are doing and what we can do to improve.
- The DCF has begun a Post-Reunification Support Program with the goal of reducing re-entry into out of home placements. This will be accomplished by enhancing post reunification support services for children and their families after a child returns from a temporary out-of-home care stay to his/her family. The child welfare agency will support children and their families during the initial 12 months after reunification through services and supports that are tailored to meet the child's and the family's unique needs. The Post-Reunification Support Program is intended to help the family remain stable, promote positive outcomes for the child and family, and prevent the recurrence of abuse or neglect. A goal of the post-reunification support period is to connect the family to community and natural supports, to the extent possible and appropriate, so that the family can continue to have support and be successful after the 12-month post-reunification period ends. We will be applying for this program with the due date of 9/16/13 and hope to obtain as many supports from DCF as possible for a county our size.
- We found permanency for four children.
- We are piloting an electronic referral system with the Watertown Police Department with the goal that we will receive more timely referrals. We hope to use this system with all law enforcement agencies.
- Our CPS referrals have been decreasing.

Behavioral Health:

Ms. Cauley reported on the following items:

- Counties had the first meeting with DHS to discuss regionalizing the CCS program. Two models apply to our county:
 - Shared Service Delivery: Certified counties would work together to share trainings, billing, supervision, quality assurance, etc.
 - Multi-County Service Delivery: It would be one certification for all counties. We have been in talks with Rock and Walworth Counties. Walworth County is certified.
- Representative John Jagler has invited us to a heroin roundtable on September 30. We also continue to work on our own heroin response task force.

- Emergency Detentions have increased this year. We are projecting 151 for the year, compared to 122 for last year. We are seeing children over the age of 14 making serious suicide attempts.
- The WCHSA Behavioral Health Policy Advisory Committee formed workgroups to look at private insurance issues including if they will sign contracts or not, pay for crisis services, etc. Another workgroup will be formed to figure out how to clean up data issues that counties have with the state.
- With the use of our crisis grant, we were able to send one of our supervisors to a train-the-trainer in Mental Health First Aid, an evidence-based practice. She will present trainings to our staff as well as outside agencies.

Administration:

Ms. Daniel reported on the following items:

- We are working on an RFP for the Birth to Three Program therapies.
- We are getting budgets into the state for various programs.
- We continue to work on compliance. Electronic notes are now available.

Economic Support:

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

- We answered calls at a rate of 94% in the Call Center compared to the state average of 86.97%.
- Currently we staff the call Center 65 hours per week. With the new enrollment letters going out, we need to increase that to 118 hours per week as of September 23.
- We hired four new IM workers who are attending an 8-week training.
- We are beginning to set up a Regional Enrollment Network, which will be a group of community partners including hospitals, free clinics and the health department to help guide individuals through the Healthcare Exchange that begins October 1.
- We are in the process of hiring a certified enrollment counselor to help customers navigate the exchange marketplace.
- Ready Kids for School served 707 kids.
- Two short articles were handed out and discussed including one from the Wall Street Journal titled “The Health-Care Overhaul: What You Need to Know,” and another one by United We Stand Wisconsin titled “Implementing the Affordable Care Act in 2014” (attached).

ADRC:

Ms. Torum reported on the following items:

- The 2013 Coordinated Transportation Plan is done. The meeting was yesterday and 12 people participated in the discussion and plan development.
- YOST (Young and Old Stick Together) is being held on Friday, 9/13.
- The Senior Statesmanship Program is scheduled for 10/31 & 11/1. On 10/31 participants will meet in the county board room to hear department reports and learn more about county government.
- Ninety seven people attended the Dementia Summit and there was good response to continued involvement on subcommittees.

- The Adult Protective Services workers have been involved in several cases recently that will be prosecuted by the DA's office. The cases involve sexual assault and physical abuse. This unit has been extremely busy in 2013.

11. DISCUSS INTER-COUNTY AGREEMENT ORDINANCE

Ms. Cauley reported that because there are times that we must ED individuals who are from other counties, we would like to discuss the possibility of an agreement that supports communication and collaboration between the counties. Two examples are enclosed in the packet. One example is a Walworth County Ordinance and the other is an Inter-County Best Practice Agreement (attached). Both of these would ensure that the county of origin would be aware of the individual placed here. We will explore this further and then ask our Corporate Counsel to review it.

12. UPDATES ON MARSH COUNTRY HEALTH ALLIANCE

Ms. Cauley reported that Mr. Mode, Ms. Torum and Ms. Daniel recently attended a meeting with Marsh Country Health Alliance. It appears that MCHA is not being responsive to our questions. They are providing quality care, however the fiscal portion is what is in question. Other counties are also experiencing a lack of communication.

13. DISCUSS BIDS TO INSTALL AIR CONDITIONING AT HILLSIDE

Mr. Gard reported that he received two bids to replace five air conditioning units at Hillside. He has worked with both companies and Lake Country Heating and Cooling came in at the lowest bid at \$16,175.

Ms. Rogers made a motion to approve the bid from Lake Country Heating and Cooling for \$16,175.

Mr. Tietz seconded.

Motion passed unanimously.

14. RECOMMEND AWARDED BID FOR HILLSIDE ROOF

Mr. Gard reported that bids came in for repairing the roof. The lowest bid was from Royalty Roofing for \$27,735; however, he is unfamiliar with this company and has been unable to get references on them. CJ Contracting was the next lowest bidder with a cost of \$34,850 and are a reputable company.

Ms. Rogers made a motion to award the roofing contract to CJ Contracting for \$34,850.

Mr. Tietz seconded.

Motion passed unanimously.

**Subsequent to the board meeting, Mr. Gard received positive references for Royalty Roofing and informed Phil Ristow, Corporate Counsel. Mr. Ristow changed the resolution prior to the County Infrastructure Committee meeting where they voted to award the bid to Royalty Roofing.*

15. RECOMMEND AWARDING BID FOR 24 REGION WORKSTATIONS

Mr. Gard reported that he sent out an RFP for 24 workstations and received three bids. The lowest bid came in from Affordable Office Interiors for \$22,691.04, and found them to be a reputable company.

Ms. Rogers made a motion to approve awarding the bid to Affordable Office Interiors for \$22,691.04.

Mr. McKenzie seconded.

Motion passed unanimously.

16. UPDATES ON BUDGET

Ms. Cauley said that although we don't have final numbers from DCF and DHS, they expect all of their allocations to remain whole. It also appears that we may get an allocation from DHS for the CST Wraparound program.

17. UPDATES FROM WISCONSIN COUNTY HUMAN SERVICES ASSOCIATION

Ms. Cauley reported on the following items:

- The Executive Committee voted to pass the Umbrella Statute, so WCHSA will now take the steps needed to write the statute, review and sponsor it.
- A bill has been introduced stating that 17 year olds, who do not have felonies, will be returned to the juvenile system. This could be costly to the counties.

18. SET NEXT MEETING DATE AND POTENTIAL AGENDA ITEMS

The next meeting will be on Tuesday, October 8 at 8:30 a.m.

19. ADJOURN

Mr. Jones made a motion to adjourn the meeting.

Ms. Rogers seconded.

Motion passed unanimously.

Meeting adjourned at 9:30 a.m.

Respectfully submitted by Donna Hollinger

NEXT BOARD MEETING

Tuesday, October 8, 2013 at 8:30 a.m.

Workforce Development Center, Room 103

874 Collins Road, Jefferson, WI 53549