

JEFFERSON COUNTY HUMAN SERVICES
Board Minutes
January 14, 2014

Board Members Present: Jim Mode, Richard Jones, Augie Tietz, and Jim Schultz

Absent: Pam Rogers, John McKenzie and Julie Merritt

Others Present: Human Services Director Kathi Cauley; Administrative Services Manager Joan Daniel; Aging & Disability Resource Center Manager Sue Torum; Economic Support Manager Jill Johnson; 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

Rogers, McKenzie and Merritt absent/Quorum established

3. CERTIFICATION OF COMPLIANCE WITH THE OPEN MEETINGS LAW

Ms. Cauley certified that we are in compliance.

4. REVIEW OF THE JANUARY 14, 2014 AGENDA

No Changes

5. CITIZEN COMMENT

No Comments

6. APPROVAL OF THE DECEMBER 12, 2013 BOARD MINUTES

Mr. Jones made a motion to approve the December 12, 2013 board minutes.

Mr. Schultz seconded.

Motion passed unanimously.

7. COMMUNICATIONS

Ms. Cauley discussed the four Daily Jefferson County Union articles regarding the heroin epidemic in our county.

8. REVIEW OF NOVEMBER, 2013 FINANCIAL STATEMENT

Ms. Daniel reviewed the November 2013 financial statements (attached) and said that there is a projected positive year-end fund balance of \$92,860. If we have a balance unclaimed from the IM Accountable Care Act funds, we can carry it over to 2014. We are projecting to carry over \$50,000. 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 DECEMBER, 2013 FINANCIAL VOUCHERS

Ms. Daniel reviewed the summary sheet of vouchers totaling \$644,270.13 (attached).

Mr. Tietz made a motion to approve the December 2013 vouchers totaling \$644,270.13.

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:

- A Termination of Parental Rights (TPR) was completed on the case that was discussed last month with several more coming.
- The district attorney's office successfully completed their first TPR case
- Out of home placements and the chips ongoing have been the lowest they've been in three years.
- We had two staff openings that were filled by former employees.
- Beginning April 1, Administrative reviews (6 months reviews) on children placed outside of the home will take place in front of the judge.
- Juvenile justice team is seeing an increase in referrals of juveniles with mental health and AODA issues as well as repeat offenders.
- The Birth to Three referrals doubled in November and they are now serving 140 families.

Behavioral Health:

Ms. Cauley reported on the following items:

- We have been utilizing the video conferencing equipment that we purchased for St. Agnes Hospital which has decreased transportation costs.
- Emergency Detentions reached 154 for the year compared to 125 for 2012. The increase is directly related to overdoses and cases that were more complicated.
- There is another meeting in April to discuss the heroin problem in our county. We continue to meet internally to discuss treatment options and resources to make sure that we don't have gaps in our services.
- We will be having site visits this spring for our outpatient clinics, crisis & CSP re-certification.

Administration:

Ms. Daniel reported on the following items:

- We are working on year end financials
- We are working on billing information that will be discussed later

Economic Support:

Ms. Johnson reported on the following items:

- The changes to Badger Care have been postponed until April 1.
- The Call Center normally receives 7300 calls a month and we had 9600 in December due to the new tax requirement to determine benefits. We have been helping people fill out the tax filer form.

- We are working with applications that are going through the Marketplace.
- We continue to meet with the regional enrollment stakeholders including the hospitals, libraries, and clinics.
- The state will be coming in April for a 3-day management evaluation review on our FoodShare benefit program.
- We still have an opening for an ESSII

ADRC:

Ms. Torum reported on the following items:

- The ADRC may have funds available to market its services via the Johnson Creek Movie Theatre. The Office of Resource Center Development has developed some Public Service Announcements that will be used statewide. We would be expected to pay for the air time.
- The Brown Cab Study has concluded and the responsibility to forward the recommendations falls back to committee members. One recommendation is to have a county wide transportation resource center or 1-call center. WI DOT will continue to be involved in meeting and providing technical guidance as needed.
- The ADRC is implementing the changes to county provided transportation and the part-time driver positions will be posted shortly.
- The Bethesda Relocation process is nearly complete with the exception of three guardians who are “holding out” on enrolling their wards. There is increasing pressure on the county to take legal action. Ms. Torum spoke with Scott Scheibel, Assistant Corporation Counsel and the plan is to ask the courts to review the actions/inactions of the guardians if they delay enrollment beyond 3/1/14.
- Judge Wambach has convened a guardianship roundtable and has sent letters to all volunteer guardians thanking them for their service and encouraging them to take on other cases. A PSA has been on the radio and three individuals have called in expressing interest. Training will be scheduled early spring.
- A second summit meeting has been scheduled for some time in May at the Fort Hospital so that each task group has an opportunity to share its work with the rest of the community.

11. DISCUSS PRESENT ISSUES REGARDING BILLING AND INSURANCE

Ms. Cauley discussed the report called “SSI Managed Care Overview” (attached). Care Wisconsin is expanding into this area and will be Jefferson County’s Health Management Organization (HMO) administering the Supplemental Security Income (SSI) program for individuals on Medicaid. They would like us to sign a Memorandum of Understanding with them. We have some questions and are waiting to hear from them.

Ms. Cauley further explained the issues that we face concerning billing and insurance, and the denials we receive due to lack of manpower and tracking system to send out prior authorizations. She disbursed and discussed a handout (attached) that showed the statistics of 10 other comparable counties on their staffing levels and software programs to handle their billing.

There was much discussion regarding these issues and the board had an understanding that these issues will need to be reviewed on an ongoing basis.

12. **DISCUSS THE RESOLUTION SUPPORTING LEGISLATION REQUIRING INDIVIDUALS TO SHOW PROPER ID WHEN PICKING UP PRESCRIPTION MEDICATION.**
13. **DISCUSS THE RESOLUTION SUPPORTING LEGISLATION ALLOWING ALL LEVELS OF EMT'S AND FIRST RESPONDERS TO BE TRAINED TO ADMINISTER NALOXONE**
14. **DISCUSS THE RESOLUTION SUPPORTING LEGISLATION UPDATING STATE CRIMINAL LAW AND STATE REGULATORY PROVISIONS CONCERNING PRESCRIPTION DRUGS AND CONTROLLED SUBSTANCES**
15. **DISCUSS THE RESOLUTION SUPPORTING LEGISLATION IN WHICH A PERSON MAY NOT BE PROSECUTED FOR POSSESSING OR ADMINISTERING NALOXONE TO ANOTHER PERSON WITH THE GOOD FAITH BELIEF THAT THE OTHER PERSON WAS SUFFERING FROM AN OVERDOSE OR CONTROLLED SUBSTANCE.**

Mr. Mode made a motion to approve Resolutions #12 - #15 as listed above and to send them to the county board.

Mr. Schultz seconded.

Motion passed unanimously.

16. **DISCUSS THE RESOLUTION SUPPORTING LEGISLATION TO REDUCE THE NUMBER OF NON-VIOLENT OFFENDERS SENTENCED TO JAIL OR PRISON FOR ALCOHOL AND/OR OTHER DRUG ISSUES.**

Mr. Molinaro reported that we applied for a grant to start a drug and alcohol court so we will be taking different steps to deal with non-violent drug and alcohol offenders.

Mr. Jones made a motion to approve the resolution supporting legislation to reduce the number of non-violent offenders sentenced to jail or prison for alcohol and/or other drug issues.

Mr. Schultz seconded.

Motion passed unanimously.

17. **CONFIRM NOMINATION FOR THE CRISIS INTERVENTION TECHNIQUES AWARD**

Ms. Cauley reported that votes were submitted via email since the banquet is Thursday. Dayne Zastrow received the most votes.

Mr. Tietz made a motion to approve the Nomination for the Crisis Intervention Techniques Award

Mr. Schultz seconded.

Motion passed unanimously.

18. OUT OF STATE TRAVEL REQUEST FOR TRAIN THE TRAINER OF YOUTH MENTAL HEALTH FIRST AIDE

Ms. Cauley reported that this request already went to the Finance Committee. Our Crisis Supervisor is trained in adult mental health and we would like her to learn this too. She will train our staff as well as other stakeholders in the community.

19. UPDATES FROM WISCONSIN COUNTY HUMAN SERVICES ASSOCIATION

Mr. Mode reported that the January meeting was cancelled.

Ms. Cauley reported that she has attend two meetings to discuss the billing & insurance issues as discussed in item #11.

20. SET NEXT MEETING DATE AND POTENTIAL AGENDA ITEMS

The next meeting will be on Tuesday, February 11 at 8:30 a.m.

21. ADJOURN

Mr. Jones made a motion to adjourn the meeting.

Mr. Tietz seconded.

Motion passed unanimously.

Meeting adjourned.

Respectfully submitted by Donna Hollinger

NEXT BOARD MEETING

Tuesday, February 11, 2014 at 8:30 a.m.
Workforce Development Center, Room 103
874 Collins Road, Jefferson, WI 53549